



Pakistan Society for  
Training & Development

# Job Evaluation & Effective Grading Structure



Evaluating Jobs & designing Grading Structures is an essential responsibility in every HR Manager's job remit. This training course will equip Managers with knowledge regarding the various Job Evaluation systems that are currently being used by most Multinational Companies. This course will provide Participants with the basic knowledge and skills required to manage the Job Evaluation system in their Organization. Participants will also develop a better understanding of different options for implementing grading structures in their Organization. Participants will be better equipped to conduct internal salary & grade comparisons and establish equity between different positions within the Organization. Participants will also be able to conduct external salary surveys and benchmark comparisons in the competitive market more accurately.

# Course Content

- Introduction to the Concepts and Principles of Job Evaluation.
- Overview of different international systems of Job Evaluation.
- Understanding the Hay "factor" based methodology for comparing and evaluating jobs.
- Practicing sample job evaluations using the HAY Job Evaluation System.
- Using the Job Evaluation system to develop effective Grading structures.

# Who should attend

This course is designed for senior HR professionals and senior line managers who would like to enhance their knowledge and skills in this important aspect of HR management.

It is also essential for all HR Managers, and especially for those who are working in the field of "Compensation & Benefits" and are involved in managing Job grading systems and salary structures, or in conducting salary surveys.



Trainer's profile:

## Khalid Osmany

Khalid Osmany is a senior Management professional with more than 40 years of diverse experience in business management and human resource management. He has over 25 years of experience in all significant aspects of HR strategy, policy and practice; from recruitment to retirement. He has worked as head of HR in multinational organizations in Pakistan, UAE and Asia Pacific regions. At present he is working in the UAE, as a partner in a leadership consulting firm.



## KARACHI

13th - 14th February 2018 | 9:00am - 5:00pm | PSTD, Karachi

Workshop Investment: PKR 45,500 + GST (Fee per participant)

### FOR REGISTRATION DETAILS PLEASE CONTACT

Plot # TC-3, 34th Street, Off Khayaban-e-Sehar,  
Phase V Extension DHA, Karachi.  
Mobile: 0320 2201072  
Landline: +92-21 35854462, 35855985  
Fax: +92-21 35844902  
Email: register@pstd.com.pk

### Bring this Program In-House

This workshop can be customized to suit specific needs of your organization which may lead to significant savings and avoid difficulties. Please contact

### Hasan Abbas

Landline: +92-21 35857484  
Email: hasan.abbas@pstd.com.pk

**Payment Terms** - Please deposit the course fee in advance. Kindly prepare the cheque in favor of "Pakistan Society for Training and Development (PSTD)" and address it to Plot # TC-3, 34th Street, Off Kh-e-Seher, Phase 5 Ext. DHA Karachi along with the copy of this registration form. Please note that PSTD Cancellation Policy is activated as soon as an invoice is received by the client.

**PSTD Cancellation Policy** - Cancellations made at least 5 working days prior to the program will be refunded 50%. If a booking is cancelled in less than 5 working days, no refunds can be given. Cancellations must be confirmed by a letter or email. Substitutions may be made at any time for the same program only. In case of the participant not showing up on the day of the training a replacement can be sent.