

pro facts assessment & training. Scope of Activities

HR Excellence

pro facts assessment & training: HR Excellence

Acquisition & Selection

Management & Positioning

Development & Retention

Personnel -Talent-Talent-Talent-Personnel Organisational Talent-Recruiting Selection marketing diagnostics development management development development retention Development Planning and **Implementation** Identification of Talent Early succession Individual Ascertainment Analysis of and design of a design of an of personnel "High Potentials" development planning for supervision for and reasons for differentiated, efficient with the help of selection with with the help of critical expert development of employee career planning target group recruitment the help of recognition and individually functions and and developturnover to avoid the company relevant process that professional promotion tools stipulated leadership ment. Support culture: e.g. early fluctuation. employer forms part of instruments and Design and development positions. in the form of early Guaranteeing a positioning and identification of personnel a targeted implementation plans and **Systematic** targeted persuccessful the possible risk marketing as integration in the of assessments. talent sonnel developintegration. measures. implementation well a targeted respective ment. This Specific talent interviews und Development factors through management of suitable pre-selection. recruitment psychoand supervision through includes training employee development in measures for process. diagnostic of promotion proactive und coaching surveys and order to identify addressing methods. groups for high development of with the personnel programmes as talent e.g. in the potentials. controlling and well as selfa culture of company, e.g. form of career the formation of learning and excellence, e.g. using mentoring through 360°pages. career paths. programmes. eLearning Feedback. platforms.

HR Excellence HR Workshop

Consultation and training of business-internal HR specialists and generalists on HR Strategy and specialist topics

Design and implementation of specific instruments and procedures (psychometric systems, eHR-Instruments)

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Personnelmarketing

- Support and consultation in the design of an optimal HR marketing strategy: Target group analysis, definition of the employer brand, etc. in particular
- ♦ Design of professional career pages
- ♦ Self Assessments as HR marketing instrument
- Design and implementation of specific measures for graduate recruitment





Recruiting

- Planning and design of efficient recruitment strategies and processes in particular
- ♦ Introduction of eRecruitment processes
- Introduction of company specific online assessments for screening und (pre-) selection purposes
- Design and implementation of multi-stage selection processes for example
- eHR: Introduction of a recruitment portal
- eHR: Introduction of an application management systems





Selection

- "Blended Assessment": Design of an optimal combination of methods for every question asked
- Design and implementation of Individual-Assessments for all management levels
- ♦ Performance of **Group-Assessments**
- ♦ Structure and implementation of interviews
- Introduction of Online Assessments for selection purposes and for a development-oriented SWOTanalysis
- Implementation of psycho-diagnostic methods





Talentdiagnostics

- Implementation of assessments and Interviews to back up placement decisions
- Structure and implementation of Development
 Centres for different target groups e.g. talents
- Performance of Management Audits
 (for all members of one hierarchical level)
- Individual positioning for skilled and managerial staff including personal analyses of competence and career





Talentdevelopment

- Establishment of one or more closely intertwined
 Talent Pools
- Introduction of a project leaders and functional careers
- Introduction of employee appraisals and performance management systems
- Introduction and supervision of promotional programs for specific target groups (e.g. 49+)





Talentmanagement

- Introduction of a company-wide even global Talent Management System
- eHR: Implementation of a Talent management
 Portal
- Identification of key positions and succession planning
- Optimisation of personnel controlling
- eHR: Introduction of competence management
- Development of a business- and sector-specific
 Talent Management-Process





Personnel development

- Conception of comprehensive Personnel development systems and programmes
- Individual Coaching on behaviour and personality
- ◆ Classic and company-specific **Trainings** on topics such as leadership, communication, presentation and facilitation, sales, conflict management etc.
- ◆ Support of learning processes through eLearning-Programmes— in particular on behavioural issues





Organisational development

- ♦ Introduction and assistance of 360°-Feedbacks
- ◆ Implementation supervision of Change-Projects: "Fit for Change"
- eHR: Communication portals to support change processes





Talent retention

- Conception, implementation and analysis of employee surveys as well as design of a subsequent communication process
- Conception, introduction and supervision of Mentoring programmes





HR Excellence

- ◆ Consultation on the design of the HR-Strategy
- Development and introduction of company-specific competency models
- Creation of an HR or Personnel development Road
 Map
- ◆ Efficiency and structural analyses of HR-Processes e.g. the controlling of learning processes, efficiency of the recruitment process, etc.

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