

# HR Recruitment Training Program by TalentGhar.Com

## "Launch your career in HR"

### Let's have a quick look at the highlights of this training program :-

#### Learning Modules:

- CV Writing
- Job Posting on Leading & paid job portals like Naukri | Apna | Indeed | Olx
- Downloading Applicants Response
- Screening CV & Screening Candidates over the call
- Taking Telephonic Interviews and counsel applicants
- Post Interview Feedback Management
- How to Write a JD
- Linkedin Profile Makeover
- How to connect with more people on Linkedin and grow network
- Recruitment Software Application Using Darwin Portal
- Attendance Management App Usage (Salary Box)
- You will get a certificate of HR Recruitment Training Program after successful completion

#### **Course Duration:**

• Course duration 50 hours (Extended hours of training/practice sessions will be provided if candidate needs the same)

## **Course Mode: Online / Virtual**

• Training will be given using online modes so anyone from anywhere get the training benefits

#### Fees Structure:

• Rs. 9999 will be charged which will cover all the learning and learner will get free Professional CV and Linkedin Makeover

After this program you will be able to clear most of interviews for the HR Recruiter job profile and this will also help you in do job related to HR and recruitment. In short this will be helpful for you to launch your career in HR

Program by TalentGhar.com a unit of Talent Ghar Business Service