NIBAF Pakistan
EMPOWERING FOR EXCELLENCE

GENERATIVE AI FOR HR



NOV 16, 2026 | **9 AM TO 5 PM**

NIBAF PAKISTAN, KARACHI

FEE: PKR 18,000 (Plus Tax)

COURSE CONTENT

Module 1 — Introduction to Generative AI for HR
- Artificial Intelligence and Generative AI
- Large Language Models
- Capabilities and limitations of GenAI
- Applications of AI within HR
- Opportunities for improving HR productivity

Module 2 — Prompt Engineering for HR Professionals
- Effective prompt structure: Role ➜ Context ➜ Task ➜ Requirements ➜ Output Format
- Recruitment prompts
- Employee communication prompts
- HR policy prompts
- Training-plan prompts
- Performance feedback
- Management reporting

Module 3 — Generative AI for Recruitment and Talent Acquisition
- Job description creation
- Competency identification
- Candidate evaluation criteria
- CV summarization

Module 4 — GenAI for HR Communication and Documentation
- Professional HR emails
- Internal announcements
- Policy summaries
- HR FAQs
- SOP drafting
- Meeting summaries
- Onboarding communication

Module 5 — GenAI for Learning and Development
- Learning objectives
- Training outlines
- Employee development plans
- Role-specific learning plans
- Microlearning content

Module 6 — GenAI for Performance Management
- SMART performance objectives
- Performance feedback
- Coaching questions
- Development recommendations
- Recognition messages

Module 7 — Employee Engagement and Feedback Analysis
- Analyze employee feedback
- Identify recurring themes
- Summarize employee concerns
- Identify positive trends
- Generate HR interventions
- Prepare management summaries

Module 8 — HR Data Analysis Using GenAI
- Turnover patterns
- Absenteeism
- Employee satisfaction trends
- Training participation
- Performance patterns
- Areas requiring HR intervention

Module 9 — Responsible AI for Banking HR
- Data privacy
- Employee confidentiality
- Sensitive information handling
- AI hallucination
- Appropriate and inappropriate use of public AI tools
- Core principle: AI Generates Human Reviews Human Decides

TOOLS

- ChatGPT / Microsoft Copilot / Google Gemini / Claude NotebookLM

FACILITATOR

Mr. Sajid Majeed is a dynamic and creative trainer who can provide insights for financial Analytics using Artificial Intelligence Tools, Agentic AI, LLMs, and APIs etc. Skilled in python, data analytics, Artificial Intelligence. Striving to propel forward into the deep sea of Artificial Intelligence

Training Manager: Mr. Azim Zuberi 0334-3574499 azim.zuberi@sbp.org.pk

021-35277511 | 051-9269850 marketing@nibaf.org.pk | registration@nibaf.gov.pk 0303-0652963