



HR Consulting | Recruitment | Training | Testing | Education



***We are your partner to excellence in
corporate governance***

- One of the fastest growing Human Resource Consulting, Training, Recruitment, Testing and Training organizations in Asia.
- Directors and consultants of international repute who have been visiting professors to several international universities.
- Exclusive trainers and consultants for some of the Fortune 500, Global 100 and BT 500 companies.
- HR, HRD, OB, OD and Industrial Psychology solutions that are customized and result-oriented.
- More than 30 years of experience in our working domain.

For details, visit www.salahkaarconsultants.com

"We are very happy to put on record our deep appreciation to you for facilitating the PGL"
- VP (HRD & Admin at one of the largest European company)

Your assessment tests were very useful for rating during promotion & recruitment decisions

- Head HR of world's largest Petro Chemical Company

Strong conceptual background of faculty, rich experience and frank opinion at coaching workshops -
Management Member of Raj Quality Consultants

CEO of a leading Danish Company says - "I can go to them with my eyes closed"

For more testimonials please on the link below:
<http://www.salahkaarconsultants.com/clientsay.html>



Some of Our Key Clients



And Counting...



INTRODUCTION

Who are we?

Salahkaar Consultants is committed to the cause of enriching the Human Resource.

We provide consulting, training, recruitment, testing, executive educational, HRIS, HR-IT and related solutions in areas of HR, HRD, Recruitment, OD, Industrial Psychology and similar of our expertise.

Salahkaar Consultants was set up in 1983 with an aim to provide organizations with specialized Human Resource services. The organization is a specialized wing of the Council of Behavioral Research (CBR), a 30-year old organization devoted to research, publication, training and consulting in the areas of HR, other Behavioral Sciences and General Management.

We have a capability base in Human Resource knowledge, ranging from conceptual themes to functional expertise. There is constant effort to integrate human potential with technological advancement. Our strength lies in a successful synthesis of the macro (organizational) and micro (individual) perspectives for the all round growth of Human Resources.

Expertise

A pool of internationally reputed HR practitioners, Industrial Psychologists, Organization Behavior specialists, HRD and OD experts form the Salahkaar corpus. Their collective experience translates into more than hundred years of conceptual, applied and research-oriented solution providers.

We provide complete HRM, HRD and OD related consulting and training solutions to create a synergy between the organization, the individuals, its customers and the society at large.

We help companies optimally utilize their human potential in a manner that enables them to focus on their core organizational competencies.



Clients

Salahkaar Consultants is widely networked with industry experts and practitioners. We have had the privilege of being associated with industry leaders and successful enterprises in India and overseas. Our clients' list includes organizations from the Fortune 500, Fortune 1000, Global 100 and BT 500 list of companies.



Our Mission



Develop benchmark corporate governance practices through expert Human Resource consultancy, right recruitment, education and training. Partner our clients in enhancing the net worth of their human capital; build in them unique competencies that will bring sustained organizational growth and competitiveness.

Our approach

We provide customized services to our clients, depending on their specific requirements and needs. Detailed discussion and analysis is used to design appropriate programs to suit the company's needs. Relevant tools and techniques are used for training purposes. Our attention to detail and techniques has helped us build with our clients enduring relationships of mutual value.

Our Belief

Progressive organizations from time to time need certain consultative opinions and services from experts, appropriate, competent and affordable advisors in order to optimize their effectiveness and profitability. These value additions are helpful to improve upon the life cycle stages of organizations, beat competition in the most cost effective and time saving ways.



Our Vision

To aid organizations in developing systems of most efficient corporate governance through best utilization of their human potential.



Our Credentials:

- Post our Competency Mapping exercise, a multinational company was rated as 'The Best Employer Of The Year'.
- Teams built more than 20 years back by way of training interventions are still active.
- We boosted productivity of a mid size company by managing their PMS.
- Within a year, managed more than 1500 personality assessments for India's top corporate house.
- Our group company's HR- IT product is amongst Top 50 innovations in IT by NASSCOM in the year 2013.
- We have served numerous Fortune 500 companies in India and overseas markets.
- We experience regular overseas business flow.

Our Expertise:

We are backed by best known industry experts:

Our each service line is run by senior consultants like visiting professors from Cambridge University, UK, ex - Heads of HR, HRD, Recruitment hired from most reputed global companies.

CMD & Chief Consultant (A short introduction):

Professor (Dr.) C.N. Daftuar, D.Litt., a specialist in HRD, OD, Organizational Behaviour, Industrial and Organizational Behaviour, Industrial and Organizational Psychology & Ergonomics. He is the only D.Litt. in Organizational Behaviour in India. He is a recipient of the prestigious title Man of Year-1997 by the ABI, USA and is quoted in Marquis' WHO'S – WHO among world eminent scholars. He has been the Head of Dept. of Psychology, M.S. University of Baroda, India.

He has participated in numerous national and international seminars and conferences and had the honor of presiding over some of them. He was National Associate of the UGC (1978) and has won several awards (including Times Research Foundation Award, 1985) and Distinguished Leadership Award by ABI, USA.



Prof. Daftuar has more than 40 years of teaching, research, & consulting experiences and has been a visiting faculty/scientist to several national and international organizations including the University of Technology, Loughborough-U.K., University of Cambridge-U.K., Railway Staff College, Baroda, Bank of Baroda Staff College, Institute of Public Enterprises, Hyderabad, IIT, Kanpur, Academy of HRD, etc. He has published over 3 books and over 100 research based articles in Indian and foreign journals. He has guided over a dozen Ph.D. and post-doctoral students. Prof. Daftuar has also constructed and published about two dozen behavioral and psychometric tests and HRD tools.

Prof. Daftuar has been a consultant trainer to several organizations in India and abroad.

S. N. PRASAD:

He is a ret'd. Director, Personnel, Hindustan Zinc Ltd., is presently a visiting Professor of Sukhadia University, Udaipur and a HR Management Consultant. he is actively involved in organizing workshops for different companies.

S. B. GAEKWAD:

Vice President, Personnel & HRD, Reliance Petrochemical Ltd., Hazira, Areas of expertise are HR and IR.

M.L. JHAND:

He is a retired Professor from the Railway Staff College. He has served as the Chief Personnel Manager and has held several other administrative positions in Indian Railways. Has a long career of more than 20 years in the field of training and development. His areas of interest are management of contract labor, vigilance and other areas related to labor.

Mr. Shalav D. previously headed global companies like Hudson and Active Selection. He heads CHRO / CXO (HR) Hiring, Project Management, JV, Client Service. He has 14 years of experience of working with world's leading company as their HR subject functional head for India. He recently wrote a book: HR Guide To Beat Dooming Recession.

To know more about other directors, consultants, please click here:

<http://www.salahkaarconsultants.com/Expertise.html>



Service Brief



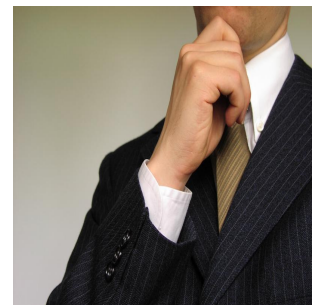
Our Services

Salahkaar provides the entire gamut of HR services from HR Consulting including HRIS and HR-IT, Recruitment, Executive Training, Recruitment, Personality and Skill related test development to Distance Education for maintenance and growth. Brief list is here for your considerations.

HR Consulting

We provide consulting (advisory) services to organization on HR, Industrial Psychology and related fields. We identify organizational strength and maladies and offer prognosis, a course to better on strength areas and solutions for maladies. Our consultancy services aims to bring about a synthesis between organizational requirements, individual growth and aspirations.

Areas dealt with are like Competency Mapping, Assessment Centre, Salary Surveys, Employee Satisfaction Surveys, implementation of HRO, RPO and Training Process Management, Compliance Management, Payroll Management, HR Audit and Gap Analysis, Revamp HR Process, Development of Organization culture, Labour unrest consulting, OD, OB intervention



Within this service we also offer **HR – IT** products like (a) video interview which can save your precious time and also turn hiring manager much happier, (b) recruitment referral software which can intimate your employees about social networking sites' connections who fit your company's new job criteria.

Further key areas are as follows:



Organizational Diagnosis and Solution

- Absenteeism
- Attitude and Motivation Surveys
- Employee Position Evaluation System
- Employee Satisfaction and Engagement Survey
- Ergonomic Solution
- Managerial Competencies Survey
- Managerial Ethics Audit
- Organizational Climate Survey
- Organizational Health Survey
- Spiritual Audit
- Strategies for Organizational Development
- Surveys on Specific Issues such as Salary Structure,
- Job Conditions and Compensation Packages

HR Design

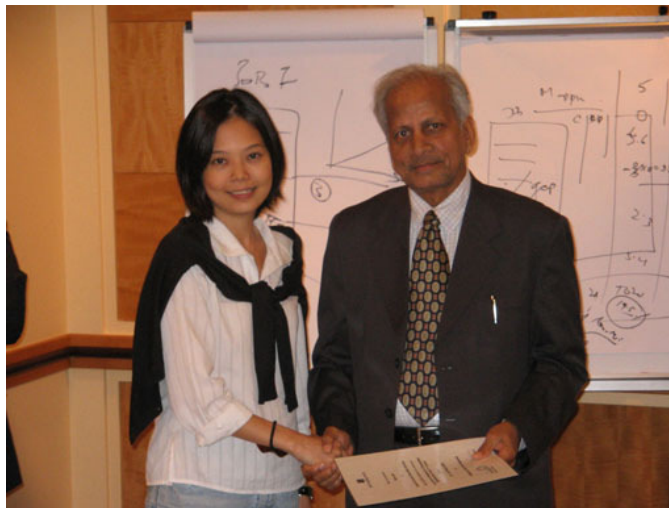
- Balance Score Cards
- Change Management
- Competency Mapping
- HR Audit
- HRD Audit
- HRM Strategy and Practices
- Individual Development Plan
- Job Analysis and Job Design
- Organizational Development
- Organizational Restructuring
- Performance Appraisal Systems
- Performance Management System
- Potential Appraisals
- Role Analysis and Role Definitions

HR Solution

- Absenteeism Counseling
- Accident Counseling
- Behavioral Solution for accident prevention
- Competence Mapping
- Employee Discipline and Motivation Intervention
- HR Manual
- HR Policy Manual
- HRD Audit ,Diagnosis and Solution
- HRD Manual
- Managerial Competencies
- Organizational Process Analysis
- Competence Mapping
- HR Manual

Please click on the link below to get details information about our HR consulting services.

<http://www.salahkaarconsultants.com/HRConsulting.html>



Training and Development:

TRAINING AND DEVELOPMENT is a subsystem of an organization. It ensures that randomness is reduced and learning or behavioral change takes place in structured planned way.

The principal objective of training and development division is to make sure the availability of skilled and willing workforce to an organization.

It is a learning process that involves the acquisition of knowledge, sharpening of skills, concepts, rules, or changing of attitudes and behaviors to enhance the performance of employees. Learning simply means **“Change in Behavior”**. This is what we mean by training and that is what we aim at.



We provide HR, Soft Skills, IT & Technical Training for executives and blue collar workers.

(a) HR Training:

- 1) Competency Mapping
- 2) Assessment Centre
- 3) Psychometric Testing
- 4) Growth Circle / Personal Growth Labs
- 5) Performance Management - Managing Employee Performance
- 6) Transforming HR
- 7) Achieving Excellence through People
- 8) Assertiveness Training balance between passivity and aggression
- 9) Human Resources Training - HR for the Non-HR Manager
- 10) Break the Ground: Creating Positive Work Attitudes and Work Culture
- 11) Coaching for Leadership Excellence
- 12) Diversity Training - Celebrating Diversity in the Workplace
- 13) Workplace Harassment - What It is and What to Do About It
- 14) Workplace Violence - How to Manage Anger and Violence in the Workplace





- 15) Employee Accountability
- 16) Bullying in the Workplace
- 17) Generation Gap - Closing the Generation Gap in the Workplace
- 18) Balanced Scorecard Basics
- 19) Conducting Effective Performance Reviews
- 20) Disability Awareness - Working with People with Disabilities

(b) Soft Skills training

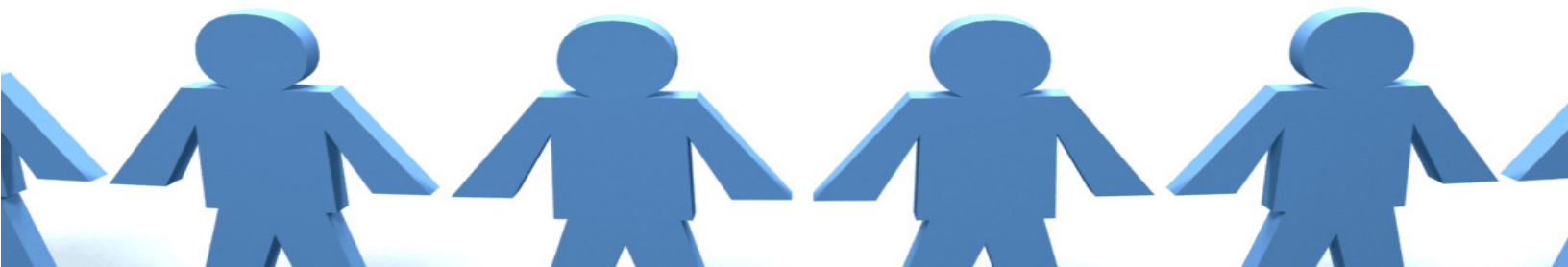
- 1) Negotiation Skills
- 2) Team Building
- 3) Leadership
- 4) Sales Development
- 5) Leadership Development
- 6) Interpersonal skills
- 7) Communication – Understand and get understood
- 8) Conflict Management – Brightest light is born of darkness
- 9) Creative Problem Solving
- 10) Managerial Effectiveness
- 11) Emotional Intelligence
- 12) Self assessment and development
- 13) Train the trainers

(c) IT & Technical Training (These training will be delivered by our sister concern- PetroFirst)

- 1) Training on various topics related to Oil and Gas industry
- 2) Inventory and Stock Control management
- 3) Ergonomics

We have got more than 100 training programs to offer besides above. For details please click here: <http://www.salahkaarconsultants.com/training-list.html>

We also offer training packages for training topics mentioned above and included in the link.



Recruitment Services:



Recruitment: We work for (a) market mapping, (b) outplacement for employees, (c) executive search mainly for HR roles and (d) retained niche search for tougher roles.

Objectives

- To attract potential employees into the roles of the company
- To make a positive impact with our clients, thereby increase the goodwill and equity for the Company, leading to better market standing.

Our unique recruitment checklist

- We bring a customized and personalized recruiting solutions to fit your particular needs
- We don't fish in the same pond like job portals only. We headhunt from your competition business.
- As per mandate we do candidates' in-depth Behavioural Interview, Personality Profiling, and Reference Check at previous organisations and Back Ground Check from present or previous employers.
- Our hiring recommendations are based on our strong process called **SAHCA** that has testing of **skill, attitude, honesty, cultural fit and our anti-job-hoppers'** filters.
- When needed we can deliver @ 48 hours response time for your quick hiring need.
- We visit multiple sourcing channels but present only 3 best suitable candidates for each position. So we may work with 100 resumes, many interviews and give you an able candidate not just resumes. We can even aim for a ratio of 1:1 resume presentation to hiring.
- We do recruitment & executive search services for all locations, in India and abroad.
- Ours is an expedient & cost-effective way of working
- We assure that we will not send junk to you. Our profiles are double checked by two consultants before reaching you.
- We do police record and education verification at related police station and education institutes.
- We have team of industry's experienced consultants and head hunters to do short listing and quality checks.

Please click here to know more about our recruitment services:

<http://www.salahkaarconsultants.com/recruitment.html>

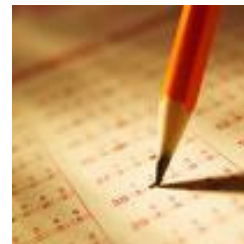


Testing and Assessment in areas such as Selection, Confirmation, appraisal and Counseling

We recommend considering a system which has (a) all required personality tests, (b) easy to build your own technical skill tests, (c) that is automated, (d) pay once and get away from recurring investment on your regular assessment tools.

- a) We have constructed several tests.
- b) We take a complete assignment right from need recheck - construction - administering - analysis and finally solution for the need area. These assessments also bring about a better employee-job fit. The purpose is also to help employees achieve their maximum potential, while bringing about organizational growth.

- Aptitude Testing
- Assessment Centers
- Assessment-Based Career Planning and Counseling
- Development Center
- Educational Counseling and Vocational Guidance
- Employees' Personality Profile
- Enhancing Mental and Physical Health at the Workplace
- Ergonomic Testing and Check listing
- HRD Functions and Climate Surveys
- IQ, EQ and SQ Testing
- Managerial Ethics Audit
- Organizational Process Testing
- Performance Counseling
- Personal Counseling
- Personality and Psychometric Testing
- Potential Testing and Assessment
- Selection, Placement, Transfer and Promotion
- Testing and Assessment for Recruitment



- c) **Off the shelf:** You can also acquire standardized test developed by team of experts after detailed research.
Check the list here: <http://www.salahkaarconsultants.com/list-of-tests-available-with-us.html>

Get more details on testing from here: <http://www.salahkaarconsultants.com/testing.html>



Distance Education Programs

If you value the pursuit of knowledge, you must be free and willing to follow wherever that search may lead you



Accredited by the government of India organization, our certification program comprises of: (a) online classes by way of video streaming, (b) personalized attention and query management, (c) book reviews, (d) five years of ongoing learning on the subjects, (e) quizzes and many similar learning tools.

- Certified Competency Mapping Manager (CCMM)
- Certified Competency Mapping Expert (CCME)
- Certified Psychometrician & Assessor (CPA)
- Masters Diploma in Industrial Psychology, Organisational Behaviour & Human Resource Development (MIO & BHRD)
- Performance Management and Counseling Exper (PMCE)
- Certified Quantum Manager (CQM)
- Certified Practical HR Professional (CPHR Professional)



Introduction to courses

1. Certified Competency Mapping Manager and Certified Competency Mapping Expert (CCMM and CCME)

Objectives

- To understand the concept of Competency and competency-based HR practices.
- To understand the various approaches towards building Competency Model.
- To develop knowledge of developing Competency Dictionary. Create Scales and its Range for competencies.
- To develop knowledge to identify Criterion Sample and understand the different Data Collection Methods.
- To develop an understanding of the ways to integrate applications of Competency Model in Recruitment & Selection, Performance Management, Training & Development, Deployment, Promotion, etc.
- To learn how to develop the mapped competencies (Training and Development).

Duration:

CCMM: 3 months

CCME: 4 months

2. Certified Psychometrician & Assessor (CPA)

Objectives

- To acquaint the students to the traditional as well as the contemporary trends in the fields of Industrial and Organizational Psychology.
- To acquaint the students with the basics of research methodology as applied to psychometric testing.
- To give a comprehensive training in psychological testing, test construction and administration,
- To give students detailed ideas about certain popular and important tests.
- To give students hand on experience of Psychological Testing.

Duration:

6 months



3. Masters Diploma in Industrial Psychology, Organizational Behavior and Human Resource Development (MIP, OB, HRD)

Objectives

- To equip students with **Theory** and **Application** in the field of Industrial Psychology, OB, and HRD.
- To familiarize students with the **application** of principles of behavioral sciences and HRD so as to improve personal and organizational effectiveness, to create ideal work culture, to become expert OB, HRD and OD practitioner.
- To help students achieve higher productivity and profitability through better **quality of work life** for themselves and their colleagues.

Duration:

6 months

4. Performance Management System Expert (PMSE)



Objectives

- To maximize individuals' performance and potential with a view to attaining organisational goals and enhancing overall effectiveness and productivity.
- To provide opportunities to the students for development.
- To evaluate performance and improve communication between managers and staff on managing performance.

Duration:

3 months



5. Certified Quantum Manager (CQM)

Objectives

During their research related to HR issues, our Ph.D. level researchers discovered that (i) Proficiency in Interviewing skills, (ii) Leadership and Team Management, (iii) Planning and Execution, (iv) Time Management and (v) Priority Setting for Leaders, (vi) Cost Control and Management, (vii) Effective Communication skills, (viii) Managing Health and Stress, and (ix) Interpersonal Relationship Management are essential for the present and future leaders of any good organization. The course endeavors to expose the course participants to the above-mentioned areas which are normally encountered by top, bright, talented and empowered executives and managers. In brief, this course is targeted to those Executives/Managers who have been identified or wish to be identified as High-Potential (Hi-Po)/Star Performers in their respective organization and have been or wish to be put on the Fast Track Career Plan but lack basic Managerial and Behavioral Skills or Knowledge or Qualification.

Duration:

6 months

6. Certified Practical HR Professional (CPHR Professional)

Objectives

- This program converts you in:
 - ✓ More knowledgeable
 - ✓ Better skilled
 - ✓ Enhanced visionary
 - ✓ A much better HR professional

Duration:

6 months

**You will be trained by a team of country's best know HR trainers, led by
Dr. (Prof.) C N Daftuar, D.Litt**

Dr Daftuar is first Indian D.Litt. in OB .He is also a Behavioral Scientist and has been visiting faculty to Cambridge University - U.K., and Loughborough University of Tech. - U.K.



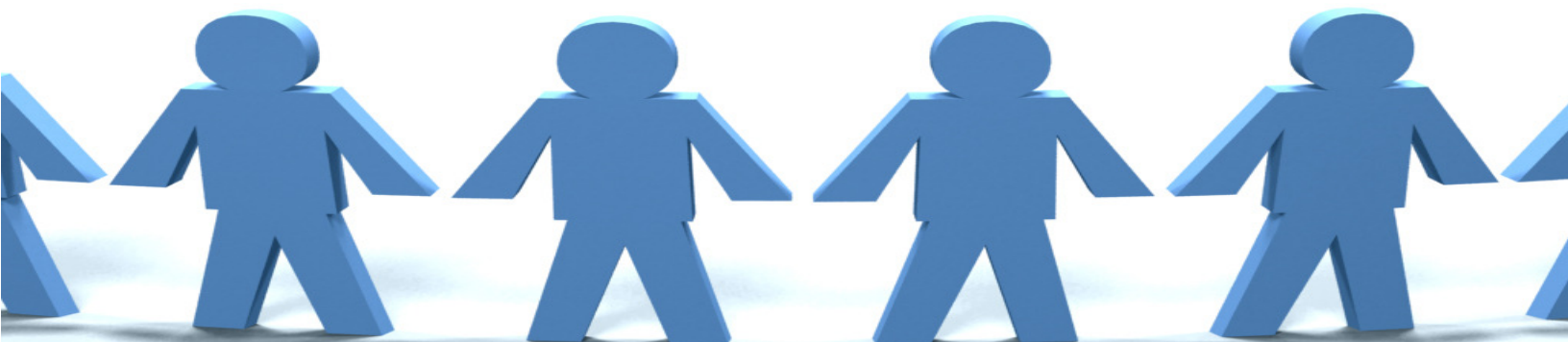
Some of the details of Dr. Daftuar are here:

- He was invited to chair a paper session during the 24th International Congress of Applied Psychology (IAAP), San Francisco.
- Nominated for Man-of-the year - 1997 title by the ABI, U.S.A.
- Offered Foreign Affiliate Membership of American Psychological Association, USA.
- Awarded Hon/Free membership of International Association of Applied Psychology (Holland)

Dr. Daftuar's details can be obtained from Google search or by following this link:

Please check details related to Salahkaar Consultant's distance learning courses here:

<http://www.salahkaarconsultants.com/education.html>



Video Interview: Top 50 innovations in IT by NASSCOM



Personal Computers were responsible for Typewriters' extinction. Our product will change the way people recruit...

This product has been selected as Top 50 innovations in IT by NASSCOM in the year 2013 and has clients from the United States, India Singapore, Philippines and many more countries. Focus of this product is to reduce hiring problems..

Well, think of a situation where:

1. Face-to-face interview drop outs are almost not seen.
2. Conversion rate of candidates coming for interview is more than 80%.
3. Your recruiters and hiring managers are able see 20 recorded interviews in two hours while travelling or at home. This is because they will not have to "entertain" the wrong candidates.
4. Hiring managers are always satisfied with the candidates sent to them for final interviews.
5. Your investment on travel and hotel is cut down to 80%. And your TAT reduces by 50%.
6. You have a reliable candidate database with their videos to refer as and when needed.
7. Hiring Manager stops questioning quality of candidates.

If the above looks like a dream come true, please hold your breath, we bring you an innovative product in video interview platform which will address many issues that you face while managing above mentioned activities in hiring.

We have a proposal for you to use the video interview software from my company, Interview Master; please note this is not another Skype for you! But it has options like (a) Conduct Interviews even without interviewers / interviewee online presence (System conducts the Automated Interview) (b) watch candidates' video response anytime, (c) comment on videos and forward to the next level executive, (d) candidates from most remote place having slowest Internet possible can also use the technology, (e) the software replicates experiences as felt in actual face-to-face interviews because candidates cannot manipulate, pause, stop in between. It has few more similar strong features.

Personal Computers were responsible for Typewriters' extinction. Our product is already changing the way people recruit at many top MNCs and smaller organizations.

We really believe whatever you are doing, you stand chance to gain from this invention. You can be user or seller for the product.



Outplacement Services and Support

Redundancy is an emotional experience for employees and employers alike. The process can have a tremendous impact on your organisation's standing depending on how it is handled. Salahkaar Consultants' Outplacement Services are an effective method for smoothly transitioning employees from your organisation. You can also feel confident that you are communicating a strong message about treating employees with dignity and respect even at the most difficult of times.

At Salahkaar Consultants we work with you to implement your transition initiatives in line with your values, reducing risks associated with change - and protecting your brand.

We provide departing employees with caring and professional support in finding a new position and also assist leaders to effectively manage the change process within the organisation.

We believe successful strategies rely on the effective management of change and clear communication throughout the transformation process. As a leading provider of innovative and effective outplacement solutions, Salahkaar Consultants helps you plan and execute an optimal response to the many challenges faced by organisations undergoing change.

Our approach to outplacement is professional, caring and completely tailored to the requirements of our clients and participants. Our services also reflect the requirements of employees at various levels within your organisation. Impacted employees receive a tailored program assisted by an individual career coach. The program provides the following:

Equips individuals with the confidence and skills to manage change effectively
Assists individuals to understand their transferable skills, interests and drivers
Coaching on how to approach networking, interviewing and job selection
Support individuals to successfully obtain a new role or achieve an alternative outcome, matched to their needs and interest with help of our service of resume distribution to most important consultants of the industry in your country, resume redesign and development, automated job alert irrespective of job boards and many more.



And Much more... Our Other Services

HR Book Library

Here you can get books to read for your personal or professional use on renewable basis. Nominal fees charged. Books can be couriered to you.

HR and Management Publication

We have an in-house publication house which brings journals by name "BEHAVIOURAL MATRIX" and we have also written certain books like BEHAVIOURAL QUOTIENT – world's premium guide to beat looming recession for the community.

Plantraining.com

If you wish to have freelancer training / consulting, our training online platform of training.com might help you.

PetroFirst

Our sister concern engaged in delivering Oil and Gas / Petroleum related trainings.

Paper articles

Wish to present / share paper articles, do visit our website www.salahkaarconsultants.com

New Division Formed For Psychometrics



Our specialized wing, Psychometrics Incorporated has especially been formed to make academic and operational contribution in the field of Psychometrics and Assessments.

Call us a diagnostic study / HR Audit

➤ *By telephone:*

+91 – 937 111 0633,
+91 – (0)20- 400 27772, 400 39346, 400 27168

➤ *By e-mail:*

enquiry@salahkaarconsultants.com

➤ *OR by visiting our website:*

<http://www.salahkaarconsultants.com>

➤ *Let's network:*

<http://www.salahkaarconsultants.com/followus.html>



Thanks!!

We thank you for your precious time

