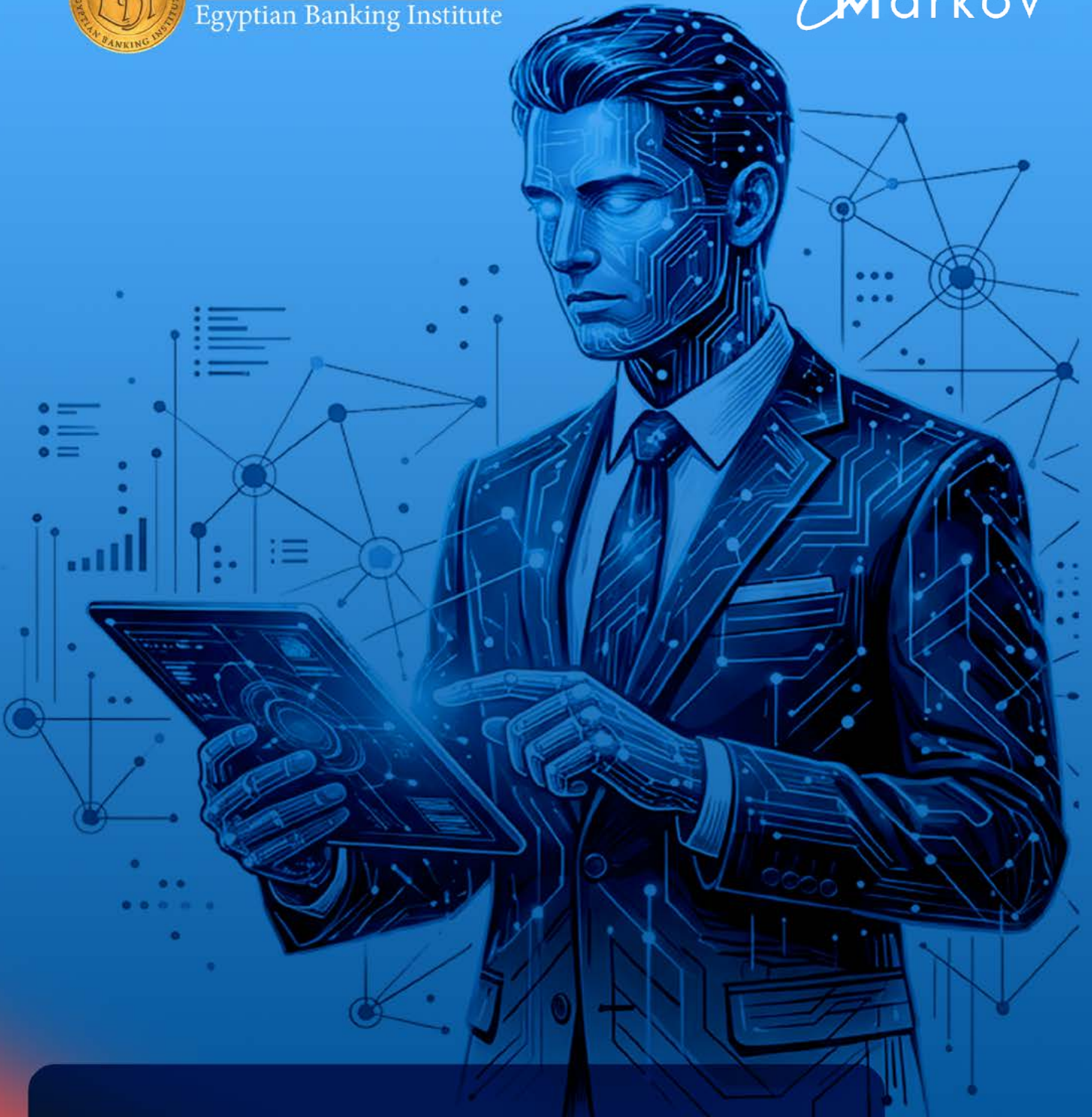




CENTRAL BANK OF EGYPT
Egyptian Banking Institute

Markov



AI TOOLKIT FOR HR

Using AI to streamline recruitment, onboarding, employee support, and performance management tasks.



DESCRIPTION:

This training equips HR teams to confidently use AI to streamline recruitment, onboarding, employee support, and performance management tasks. Participants learn a practical prompt-writing framework, hands-on use of leading AI tools, and safe, bias-aware implementation practices. By the end, HR professionals will be able to apply AI to real workflows with measurable efficiency gains.

TARGETED AUDIENCE:

HR teams, talent acquisition specialists, LCD professionals, and HR operations leaders seeking to integrate AI into daily workflows.

OBJECTIVE:

- **Cut HR cycle-times with confidence**
Your team will see, step by step, how today's AI tools generate job ads, interview questions, onboarding chatbots, and sentiment dashboards, shrinking recruitment, onboarding, and help-desk tasks from weeks to minutes.
- **Apply safe, bias-aware AI practices**
Participants will master a five-rule prompt framework and the adoption roadmap, ensuring every AI output is brand-true, privacy-safe, and fair to candidates and employees.
- **Equip HR with a plug-and-play AI toolkit**
Attendees will leave knowing exactly when to use ChatGPT or Gemini for copy, Read.ai for meeting notes, Gamma for slides, Custom GPT for chatbots, and Perplexity for deep research, covering recruitment, LCD, performance reviews, and pay-equity insights.

COURSE CONTENT:

Unlocking Immediate HR Wins

- **The Strategic Case for AI in Banking HR**
The strategic imperative for AI in HR: how generative AI is accelerating talent acquisition and operational efficiency across Egyptian banks.
- **AI Fundamentals for HR Professionals**
Foundational concepts of Machine Learning, NLP, and Generative AI explained clearly through real-world HR scenarios in Egyptian banking.
- **Effective Prompt Engineering for HR**
Five principles for crafting precise, reliable, and privacy-conscious prompts, plus bilingual (Arabic/English) and compliance-safe phrasing tips.



- **Smarter Recruitment, Instantly**

GPT auto-generates bilingual job descriptions and structured interview questions.
Live demonstration of fair, auditable CV scoring with built-in bias mitigation.

- **Personal Productivity Tools**

- Read.ai for intelligent meeting summarization
- Gamma for rapid, design-ready presentation creation
- Deep research using Perplexity, Gemini, and ChatGPT for evidence-based insights

- **Onboarding in Minutes, Not Weeks**

Live build of a bilingual (Arabic/English) HR-FA chatbot, with data privacy, audit trails, and policy alignment embedded from the start.

- **Voice-of-Employee G Ticket Relief**

Transform raw employee comments into structured sentiment themes, and auto-generate helpdesk summaries to accelerate resolution.

- **Performance at a Glance**

AI drafts balanced, behavior-based performance narratives and delivers real-time KPI dashboards for individuals and teams.

- **Culture G Ethics Chatbot**

Showcase of a 24/7 AI assistant that reinforces organizational values and provides accurate, policy-aligned answers to employee inquiries.

From Pilot to Enterprise-Ready

- **Generative Learning G Development**

AI constructs a personalized 90-day upskilling plan and integrates directly with your existing LMS.

- **Data-Driven Performance G Headcount Planning**

Auto-generated performance narratives, heat-mapped leave trends, and proactive skills-gap alerts to inform workforce strategy.

- **Change G Upskilling Roadmap**

A practical “Champion Pilot Scale” playbook to drive adoption, secure leadership buy-in and avoid shelfware.



- **Benefits G Compensation Intelligence**

AI identifies potential pay-equity gaps and suggests compliant, personalized benefit adjustments, in minutes.

- **Open Clinic – Your Scenarios Solved**

Bring real HR challenges; co-create immediate, actionable AI-powered solutions with guided facilitation.

TOOLS:

- ChatGPT
- Gemini
- Perplexity
- Deep research (Gemini, ChatGPT, Perplexity)
- Custom GPT
- Read.ai (AI for meetings)
- Gamma for presentations

