ChatGPT and AI for HR and Recruitment Professionals

Our training for HR and recruitment professionals is specifically designed to streamline and accelerate daily tasks within HR using ChatGPT. This comprehensive course introduces you to the fundamentals of Artificial Intelligence, its applications, and what will soon be possible. With the arrival of ChatGPT, everyone can experience the power of AI.

But are you getting the most out of all AI tools? In this interactive and practical training, our experienced trainers will show you how to use ChatGPT for writing job descriptions, responding to applicants, and creating content for social media. You'll work directly with one of your current vacancies or cases.

Training duration
This one-day training course consists of six effective teaching hours.

Target group
This training is specifically aimed at HR professionals and recruiters who want to further develop their skills in using AI tools.

Starting level
No specific prior knowledge is required. However, general computer literacy is necessary.

Content
- Introduction to ChatGPT and OpenAI
- Exploring the possibilities of ChatGPT
- Discussion of privacy and GDPR-related aspects of OpenAI
- Underlying operation of ChatGPT
- Differences between ChatGPT versions 3.5 and 4.0
- Formulating effective prompts and instructions for ChatGPT
- Ten prompts for HR and recruitment purposes
- Generating job descriptions using ChatGPT
- Creating compelling recruitment texts
- Training ChatGPT to recognize your writing style
- Using ChatGPT to evaluate applicants
- Applying ChatGPT in onboarding processes
- Preparing interviews with the help of ChatGPT
- Integrating ChatGPT with other HR systems and workflows
- Responding to applicant emails using ChatGPT
- Ethical and societal implications of ChatGPT
- Other AI tools you can use in your HR and recruitment processes
- What you can achieve with Google Bard and Bing Chat
- Risks and opportunities related to AI
- Practical tips for everyday use of ChatGPT

If this course doesn't fully meet your needs, our experienced training consultants are happy to work with you to develop a customized program based on your practical situation, ensuring optimal learning outcomes.