



Practical Guide to COMPETENCY BASED SUCCESSION PLANNING

DATE: 7-8 October 2025

VENUE: SAUJANA RESORT, KUALA LUMPUR

FEE: RM 1500 per person

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Some jobs are too important for the organization to be left vacant or filled by anyone but the best qualified people. This is the reason why organizations must continuously strive to build a deep bench of talents who can takeover when a key position becomes vacant. A good succession planning and management system can ensure continuity of work and can be critical to mission success. It is also an effective process for recognizing, developing and retaining top leadership talent.

LEARNING OBJECTIVES

- Articulate the significance of integrating competencies into succession planning to address organizational talent needs effectively. Design and implement competency frameworks tailored to key organizational roles.
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- Apply tools and techniques to evaluate employee competencies and identify high-potential talent.
- Link competency-based succession planning with organizational strategy to build a robust leadership pipeline.

METHODOLOGIES

- Lecture
- Group Discussions
- Worksheets & Templates,
- Interactive Exercises

DURATION; 2 Days

TARGET PARTICIPANTS

- Department Managers
- HR Section Managers
- Talent Development Specialist

PROGRAM OUTLINE

1. SUCCESSION PLANNING FUNDAMENTALS

- The basics and importance of succession planning.
- Benefits of succession planning Key components of a succession planning.

2. IDENTIFYING CRITICAL POSITIONS

- Identifying Critical Positions
- Identify critical positions within an organization.
- Why it is important to do so.

3. DEVELOPING COMPETENCY MODELS

- Develop competency models for critical positions.
- How to use these models to identify and develop employees.

4. ASSESS EMPLOYEES' COMPETENCIES

- To determine if they possess the necessary skills and knowledge to fill critical positions.

5. DEVELOPING TRAINING PROGRAMS

- Help employees develop the competencies required for critical positions.

TRAINER PROFILE



SRI VAHLSAN
HR & Training Consultant
Competency-Based Human
Resource Frameworks

Core Expertise Areas:

- Competency-Based HR Framework Design
- Organizational Role Mapping & Structure Development
- Talent Development & Succession Planning
- Competency Profiling & Job Description Alignment
- Recruitment Strategy Based on Role Competencies

Mr Sri is a highly experienced HR and Training Consultant with over 15 years of expertise in designing and implementing competency-based human resource structures that align organizational goals with workforce capability. He has worked extensively across Consultancy, Manufacturing, Oil & Gas, and Services industries in Malaysia and internationally.

Mr Sri's core strength lies in helping organizations build HR frameworks grounded in competencies, enabling better alignment of talent strategies with business objectives. His work has covered the full spectrum of competency profiling, HR structural design, succession planning, and talent development. During his tenure as a Senior Consultant in HR and Training with the Malaysian Employers Federation (MEF Academy), Sri was instrumental in developing custom HR competency matrices tailored to various organizational functions. He supported companies in restructuring their HR departments to improve performance, clarify role expectations, and drive long-term talent sustainability.

His expertise has also been sought after outside of Malaysia, with successful training and consulting engagements in Cambodia, Nepal, Sri Lanka, and the Philippines, where he worked with diverse industries and HR teams to build practical, scalable, and culturally relevant HR models.

In addition to training delivery, Mr Sri has been actively involved in recruitment and selection projects, particularly for Executive and Section Manager-level roles, giving him first-hand insight into how competency frameworks translate into more effective hiring and talent management decisions.

Mr Sri is known for his **engaging facilitation style**, combining technical HR knowledge with practical tools that participants can apply immediately. His training empowers HR professionals and business leaders to build agile, high-performing organizations through clear role clarity and competency-driven people practices.



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Certificate in Talent,
Competency & Succession
Planning Issued by PENNSTATE
University

ACADEMIC QUALIFICATION

- Bachelor's degree in Hospitality Management from Bournemouth University in UK
- Master In Management (*specializing in Human Resource*) from Open University Malaysia