



Legal HR Professional

محترف الإدارة القانونية للموارد البشرية



A practical programme combining law and human resource management. Learn to apply labour law, social security and income tax in the day-to-day workplace.

training hours
60

Delivery
In-person / Live online

Fees
750 USD

Programme code
LEGALHR

Who should attend

- HR and personnel managers and specialists
- Legal counsel involved in employment relations
- Business owners and SME managers
- Staff of recruitment and manpower agencies

Entry requirements

- No law degree is required; the programme is designed for legal professionals, HR specialists and employers alike
- Experience or interest in working in HR, personnel affairs or labour relations
- Fluency in Arabic with familiarity with basic English HR terminology

What you will learn

- Draft employment contracts and work regulations in compliance with the Labour Law
- Managing day-to-day rights and obligations: wages, leave, working hours and social insurance
- Correctly applying termination procedures and end-of-service gratuity
- Handling labour complaints, amicable settlement and pleading before labour tribunals
- Building HR policies that reduce the organisation's legal risks

What the fee includes

- 60 training hours in evening lectures, two to three days a week
- Course and training materials for the four modules
- Workshops and case studies drawn from Jordanian Court of Cassation rulings in labour cases
- Certificate certified by Amman Arab University

- For online training: access to the Metropolis learning platform and recorded lectures for review

Assessment and certificate

- **Assessment method:** Participants are assessed through attendance and participation in the practical exercises: the employment contract drafting workshop, calculating social security contributions and work injury benefits, case studies on termination of service and unfair dismissal, and labour case simulations.
- **Certificate:** Certificate of completion from Metropolis Training Institute, certified by Amman Arab University
- **Accrediting body:** Amman Arab University

Course outline

Foundations and Contracts

- Definition, evolution and importance of human resources management.
- Governing legislation (Labour Law / Civil Law) and general concepts.
- Employment contracts: definition, types, forms, elements and essential components.

Rights and Day-to-Day Operations

- Wages and wage-setting authority.
- Regulating working hours and the types and rules of leave.
- Work injuries and occupational diseases.

Termination and Disputes

- Termination of employment contracts and unfair dismissal.
- Termination of the contract by either party without notice.
- Industrial strikes and regulations supplementary to the Labour Law.

Advanced Legal Applications

- The judicial side of labour cases and certain special provisions.
- Case studies: Jordanian Court of Cassation decisions in labour cases.
- Applications of social security and income tax law.

Upcoming sessions

City	Delivery	Start	Days / time
Riyadh	In-person	14 December 2026	الاثنين، الأربعاء 8:30-5:30 م

Trainer

- **Asem Al-Majali, Lawyer** – Legal HR Management



Enrol

[https://metropolis.training/en/pages/training/upcoming-courses/register.html?
program=LEGALHR](https://metropolis.training/en/pages/training/upcoming-courses/register.html?program=LEGALHR)

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