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COURSE BROCHURE

# AI Skills Inference and Internal Mobility Matching Training Course

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Dar es Salaam

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# AI Skills Inference and Internal Mobility Matching Training Course

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AI Skills Inference and Internal Mobility Matching is a 1-week training course for HR managers, talent acquisition leads and HR analysts, built around one work product: a skills matching audit file. Machine learning now reads CVs, project records and learning histories to suggest who could move into which role, so HR must judge when those suggestions are fair and accurate. Jupiter Prime Training delivers this course on AI Skills Inference and Internal Mobility Matching.

## Why AI Skills Inference and Internal Mobility Matching Matters Now

Three pressures meet in this field. Skills shortages push employers to fill roles from inside, talent platforms now infer skills automatically from work data, and candidates expect to know how automated screening judged them. An HR function that handles this well fills vacancies faster and keeps capable people; one that handles it badly builds skills profiles nobody trusts and hiring tools that repeat old bias. The course draws on ISO/IEC 42001 Artificial Intelligence Management System and the NIST AI Risk Management Framework AI RMF to structure oversight.

## Who Gains Most from AI Skills Inference and Internal Mobility Matching

- HR managers who approve promotions, transfers and succession moves
- Talent acquisition leads who configure screening and shortlisting tools
- HR analysts who build skills profiles and measure selection outcomes
- Learning leads who connect skills gaps to development plans
- Employee relations advisers who answer challenges to automated decisions

An HR team sending talent acquisition, analytics and learning staff together gains most.

## AI Skills Inference and Internal Mobility Matching Capabilities

Participants judge skills data, matching logic and selection fairness with evidence.

- Validate inferred skills profiles against manager and employee confirmation — the HR business partner
- Design a skills taxonomy that links roles, projects and courses — the HR analytics lead
- Tune mobility matching rules for internal vacancies and gigs — the talent marketplace owner
- Run adverse impact tests on screening and shortlisting outputs — the talent acquisition lead
- Write candidate notices that explain automated assessment — the employee relations adviser
- Assemble a skills matching audit file with review dates — the HR director

## Key AI Skills Inference and Internal Mobility Matching Terms

- Skills inference — estimating a person's skills from work records, documents and learning activity rather than self-declaration.
- Skills taxonomy — a structured list of skills, levels and relationships used to describe roles and people.
- Internal talent marketplace — a platform that matches employees to vacancies, projects and short assignments inside the employer.
- Adverse impact ratio — the selection rate of one group divided by the rate of the most selected group.
- Proxy variable — a data field that indirectly reveals a protected characteristic, such as postcode or career gaps.
- Candidate notice — a plain statement telling applicants that automated tools assess them and how to request review.

## AI Skills Inference and Internal Mobility Matching Day by Day

### Day 1: Skills Data Foundations

- Sources of Skills Evidence in Work Records — Choosing Trusted Inputs
- Skills Taxonomy Design and Levels — Common Language for Roles
- ISO/IEC 42001 Clauses for HR Systems — Structuring Accountability
- NIST AI RMF Map Function for Talent Tools — Framing Impact on Staff
- Employee Consent and Data Minimisation — Limits on Profile Building

### Day 2: Inferring and Validating Skills

- Text Extraction from CVs and Project Notes — Confidence Thresholds
- Skills Adjacency and Transferability Scores — Spotting Hidden Talent
- Manager and Employee Confirmation Loops — Correcting Inferred Profiles
- Skills Profile Decay and Refresh Rules — Keeping Data Current
- Validation Sampling Against Assessed Performance — Accepting Model Output

### Day 3: Internal Mobility Matching

- Matching Logic for Vacancies, Projects and Gigs — Weighting Criteria
- Talent Marketplace Configuration — Visibility and Opt-In Choices
- Succession Slate Generation — Widening Candidate Pools
- Learning Path Recommendations From Skills Gaps — Funding Development
- Mobility Outcome Metrics — Measuring Moves, Retention and Time to Fill

### Day 4: Hiring Bias Audits and Transparency

- Adverse Impact Ratio Testing — Flagging Unfair Shortlists
- Proxy Variable Detection in Screening Models — Removing Hidden Bias
- Vendor Audit Evidence Requests — Accepting Third-Party Tools
- Candidate Notice and Review Request Wording — Explaining Automated Assessment
- Human Review Points in Selection — Who Overrides a Ranking

## Day 5: Practising the Skills Matching Audit File

- Retail Bank Branch Staff Redeployment Case — Applying Skills Inference
- Hospital Nursing Rotation Matching Case — Applying Mobility Rules
- Graduate Screening Bias Simulation — Applying Adverse Impact Tests
- Employee Challenge Role Play — Applying Notice and Review Steps
- Skills Matching Audit File Completion — Presenting Data, Fairness and Sign-Offs

## Applying AI Skills Inference and Internal Mobility Matching After the Course

- Sample twenty inferred skills profiles and confirm them with the employees and their managers.
- Run an adverse impact test on the last hiring round handled by an automated screening tool.

## AI Skills Inference and Internal Mobility Matching Questions FAQ

### What is AI Skills Inference and Internal Mobility Matching and why does it matter now?

It is the practice of using machine learning to estimate employee skills and match people to internal roles, while auditing screening tools for bias. It matters now because talent platforms already make these suggestions, and unchecked errors damage trust, fairness and retention.

### Which roles gain most from AI Skills Inference and Internal Mobility Matching training?

HR managers, talent acquisition leads and HR analysts gain most, along with learning leads and employee relations advisers.

### How does AI Skills Inference and Internal Mobility Matching differ from a general AI in HR course?

It focuses on skills data, mobility matching and selection fairness testing rather than the full range of HR uses. A general course surveys many tools; this one validates profiles and audits shortlists in depth.

### What do you bring back from AI Skills Inference and Internal Mobility Matching training?

You bring back a completed skills matching audit file. It records skills data sources, validation results, matching rules, adverse impact findings, candidate notices and the people who sign off each automated talent decision.

## AI Skills Inference and Internal Mobility Matching: The Way Forward

The skills matching audit file first decides which automated talent suggestions HR can act on without extra review. HR directors, analytics leads and talent acquisition teams use it to approve new platform features and renew vendor contracts. After the first quarter, revisit the validation samples and adverse impact results: real mobility and hiring outcomes show where matching rules need tightening.