Digital and artificial intelligence

Agentic AI for the HR Function

Two days for the HR function to identify the tasks an AI agent can prepare — screening applications, answering employee questions, following the training plan, onboarding new joiners — and those that must remain human. Participants specify their own agents, set data protection rules for employees and candidates and define the decisions that always rest with a manager.

Duration : 2 days

Objectives

1. Explain how an AI agent works and what distinguishes it from a conversational assistant
2. Identify which HR tasks an agent can prepare and which remain a human decision
3. Assess the risks specific to HR: selection bias, discrimination, personal data of employees and candidates
4. Specify an HR agent: objective, data, permitted actions, approval by a manager
5. Build a phased rollout plan, with employee information and monitoring indicators

Programme

Day 1 — morning

• From assistant to agent: instructions, tools, memory and guardrails applied to the HR function

• Demonstration: an agent that answers employee questions from the internal rules and HR procedures

• Mapping of HR processes: recruitment, onboarding, training, administration, labour relations

• What the agent prepares, what the manager decides

Day 1 — afternoon

• Recruitment: writing job adverts, assisted shortlisting, organising interviews

• Selection bias and non-discrimination: testing an agent on fictitious profiles

• Candidate data: information, retention period, access

• Exercise: specifying your company’s shortlisting agent and its limits

Day 2 — morning

• Onboarding new joiners: path, documents, frequent questions

• Training: needs collection, training plan, invitations, assessments, supporting documents for OFPPT CSF files

• Personnel administration: certificates, leave, first-level questions

• Law 09-08 and employee data: what an agent may consult and what must stay out of its reach

Day 2 — afternoon (workshop)

• Workshop: specification sheets for two or three priority HR agents

• Informing employees and their representatives about the use of AI

• Monitoring indicators: response times, quality, challenges, manual rework

• Phased rollout plan, knowledge test and debrief

Teaching methods

• Demonstrations of HR agents on Anir.io

• Exercises on your HR processes and procedures, with fictitious data only

• Bias test of a shortlisting agent on fictitious applications

• Role play: an employee challenges an answer given by the agent

• HR specification sheets written in pairs, then reviewed by another group

Assessment and documents

Knowledge test at the end of the session and end-of-course survey the next day. Each participant receives a numbered certificate that can be verified online; the company receives the training report, the HR agent specification sheets and the rollout plan.

Bilingual materials for every participant; each classroom course comes with its digital twin on OmniLearn.

Good to know

Participants who do not yet use an AI assistant will benefit from taking “Generative AI: Understand, Master and Apply It to Your Job” first. To govern all of the company’s uses, see “AI Usage Charter and Governance”.

Practical information

Duration	2 days
Audience	HR directors, HR managers, recruitment officers, training managers, personnel administration staff
Prerequisites	Regular use of a conversational AI assistant recommended
Group size	Groups of 6 to 12 participants, in-company
Format	In-company, face to face on your site
Language	French, Darija or English; bilingual materials
Funding	OFPPT special training contracts (TFP), GIAC, Maroc PME: we prepare the applications with you, at no extra cost.
Programme customisation	Programme adapted to your procedures, your equipment and your audience

Frequently asked questions

Can an agent decide on a hire or a sanction?
No. The agent prepares, sorts and drafts; the decision about a person stays with an identified manager. For groups present in Europe, the EU AI Act also classes systems used for recruitment among high-risk uses.

Do we have to provide real employee data?
No. The exercises use your processes and procedures, but fictitious applications and files. No real personal data is entered into a tool during the course.

How does it differ from “Agentic AI: From Assistant to Autonomous Agent”?
The latter is for all functions and ends in a company-wide roadmap. The HR version covers only HR processes and their specific risks: bias, non-discrimination, employee data, labour relations.

Do we need technical skills?
No. Participants describe what the agent should do and what it must not do. Technical configuration is then a matter for your information systems team or a provider.