



International Training
Center Paris

TRAINING SCHEDULE

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CERTIFIED EMPLOYEE BENEFITS SPECIALIST (CEBS)

Overview:

The Certified Employee Benefits Specialist (CEBS) training program is designed for professionals who work in the employee benefits field. The program provides participants with comprehensive knowledge and skills in the design, implementation, and administration of employee benefits plans.

Objectives: The objectives of the Certified Employee Benefits Specialist (CEBS) training program are:

1. Develop comprehensive knowledge and skills in employee benefits design, implementation, and administration.
2. Understand the legal and regulatory framework for employee benefits plans.
3. Develop and apply ethical principles to employee benefits management.
4. Learn how to effectively communicate and educate employees about their benefits options.
5. Stay current with industry trends and emerging issues in employee benefits.

Throughout the training program, participants will engage in a variety of learning activities, including case studies, group discussions, simulations, and self-assessment exercises. The program is designed to provide participants with comprehensive knowledge and skills in employee benefits design, implementation, and administration, as well as an understanding of the legal and regulatory framework for employee benefits plans.

Targeted Groups:

- Employee benefits administrators
- Benefits managers
- Compensation and benefits professionals

- HR specialists focused on benefits
- Professionals involved in employee benefits planning

Planning:

Day 1: Employee Benefits Overview

- Introduction to employee benefits programs
- Understanding the employee benefits landscape
- Understanding the role of the employee benefits specialist

Day 2: Plan Design and Implementation

- Plan design considerations
- Implementation and communication strategies
- Legal and regulatory considerations

Day 3: Plan Administration

- Record-keeping and reporting
- Compliance and risk management
- Cost management strategies

Day 4: Retirement Benefits

- Defined benefit and defined contribution plans
- Retirement plan compliance and administration
- Communication and education strategies

Day 5: Health and Welfare Benefits

- Medical, dental, vision, and other health benefits
- Disability and life insurance benefits
- Compliance and administration strategies