



CORPORATE TRAINING

DURATION: 03 HOURS

FOR WHOM:

- Managers, Team Leads, Every employee.

ENTRY REQUIREMENT:

- Employee of any company.

COURSE OVERVIEW:

This course enhances the efficiency and skillsets of the workforce leading to improved performance with a positive attitude and morale.



COURSE CONTENT:

- Business Ethics
- Conflict resolution Skills
- Critical thinking
- Creative problem solving Skills
- Customer handling skills
- Leadership skills
- Stress Management
- Time management
- MULTITASKING
- REALIZING POTENTIAL
- ASSERTIVENESS
- BUILDING BRIDGES
- RELATIONSHIP MANAGEMENT
- LISTENING SKILL
- WORKPLACE ETIQUETTE
- WORKING AS A TEAM
- COMMUNICATION
- PERSONAL GROOMING
- PRESENTATION SKILLS
- TELEPHONE AND E-MAIL ETIQUETTE
- WORK LIFE BALANCE
- ART OF PARENTING





MEDIUM OF INSTRUCTION:

English & Tamil

TEACHING METHODOLOGY:

Face to Face Training

QUALIFICATION / EXPERIENCE:

- a) An educational qualification equivalent to a mater degree
- b) Certified and experienced trainer who has training and corporate exposure.
- c) Masters in Counseling and Guidance

LEARNING ENVIRONMENT:

Trainings and seminars – conducted in their respective corporate offices.

KEY PERSON IN CHARGE:

Maria Fastina Aristide

CLASS SIZE:

20 – If in training centre
Department – If in Campus.

COURSE FEE:

Rs. 5000 + GST - Rs. 10,000 + GST
(Depends on no of the participants and size of the company)

CONTACT

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