

OVERVIEW:

National Productivity Organization, Ministry of Industries & Production announces one-day training program on "**Effective Communication Skills**" at Islamabad.

Communication is the heart of every organization. Everything you do in the workplace results from communication. Therefore effective communication skills is integral to many industries, such as public relations, marketing, human resources, politics, business, and many others. These kind of training programs based on:

- Improving professional communication specifically in the workplace
- How to improve customer experience
- How to improve organization image

POTENTIAL PARTICIPANTS:

- Senior Management
- Middle Management
- Team Leaders
- Supervisors

LEARNING OBJECTIVES:

- Do you want to transform yourself to be a successful business professional?
- Do want to be a good communicator?
- Do you want to know how to **change a no reply to yes?**

COURSE CONTENTS:

- What is communication
- Communication and Interpersonal Skills
- Process & types of communication
- Business communication
- Professional Communication for Leaders
- Next Level Of Communication
- Communication Barriers
- Secrets of Effective communication Skills

LEARNING METHODS:

- Power Point Presentations
- Role-Play
- Brainstorming
- Open Discussion
- Case Study

ONE (01) CPD POINT & SPECIAL DISCOUNT FOR ENGINEERS

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Registration Deadline March 18, 2019

Investment: PKR 3,000/-

Timing: 09:30 AM – 04:00 PM

LIMITED SEATS ARE AVAILABLE

Resource Person:

AMIR KHISRO

- A professional Corporate Trainer & Coach
- HOD Training in an International Organization
- Trained 10,000+ individuals at national and international level
- Specialized in Leadership Development, Motivation and change management
- Diversified Experience in Human Resource, Customer care, People Management, Sales, Quality Assurance

