

OVERVIEW:

National Productivity Organization, Ministry of Industries & Production announces a one-day training program on **Professionalism & Ethics at Workplace** at Islamabad.

The highest standards of work ethics and professionalism are essential in today's office environment. A job oriented & practical workshop, focused on the development of a positive self-reflection, intra-personal and inter-personal intelligence, and assisting you to swiftly reach your dream job & grow in your career. Provide opportunity to groom your professional behavior and learn the impact of ethics and moral values in workplace and stand out as a Professional.

Designed For:

Young Professionals and all high potential mid-career professionals expected to grow with in organization. Students to join organization and at initial level of their career . (No experience is required)

LEARNING OBJECTIVES:

The objective of this session is to improve the awareness level of participants about Professionalism & ethics at workplace and characteristics of successful professional. Specialized knowledge, skills and competency require to grow in your career and achieve your goals. Develop participants to exhibit a high degree of emotional intelligence (EI) by considering the emotions and needs of others at workplace.

COURSE CONTENTS:

- Ethics and Moral Values
- Islamic perspective of Moral Values
- Knowledge, skills and competency matrix
- Successful and Unsuccessful employees
- Key Expectations from Professionals
- Emotional intelligence concept
- Attitude and Behavior of Professionals
- Impact of Emotional intelligence in professional success

LEARNING METHODS:

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

Registration Deadline: January 16, 2020

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Investment: PKR 4,000/-

Timing: 10:00 AM – 04:00 PM

LIMITED SEATS ARE AVAILABLE

RESOURCE PERSON:

Hina Nisar Sadouzai

Avail
Group
Discounts

✓ 10% FOR 03 or
MORE
✓ 15% FOR 5 or MORE
✓ 20% FOR 10 or MORE

Discount
for Early
Birds

05% for 1st 03
Registrations

01-CPD Point for
Engineers with
Special Discount

Professional Ethics Importance of Ethics

ETHICS