



Key Skills For Effective Managers

Quality Training Course brought to you by CBM Training, a SETA accredited training company, in association with the **RMI**

Cost:
R 895 excl VAT

Duration:
1 Day

Dates:
22 Feb 2016 – CT
1 Mar 2016 – DBN
2 Mar 2016 – JHB
10 Mar 2016 – PTA

Part of the NEW

Managers are often promoted due to their quality of work and not necessarily due to their ability to manage and motivate staff - and then left alone to discover how to manage an often challenging group of people

Key learning areas covered during this workshop include:

- Understanding the real role of a manager
- Gaining respect and support by demonstrating great management skills
- Understanding ways to motivate your people into doing their absolute best for you and the company
- Knowing how to handle difficult personal conflicts at work, while maintaining your role as the manager
- Practicing delegating tasks with the certain knowledge that your people won't let you down
- Ensuring you have enough time to do your own work while still being an open, available manager for your team

Pit-stop Series of
affordable 1 day
workshops



Booking details

- If you would like to book or would like more information, please **Contact Candice at CBM Training on 011 454 5505** or candice@cbm-training.co.za.
- Download the **CBM** registration form to book, click [here](#)
- For more information on the course, click [here](#)
- If you have 15 or more delegates we can offer you an onsite training session where we can come to you.
- Please contact Jenine at CBM Training on 011 454 5505 or jenine@cbm-training.co.za for more information.