



TRAINING CALENDAR 2020

MONTH	TRAINING WORKSHOP TITLE	DURATION	TARGET AUDIENCE
JANUARY	Credit Analysis and Proposal Writing	2 Day	Credit, sales and account officers.
FEBRUARY	Public Speaking and Presentation Skills	2 Day	Professionals who address small or large audiences in forums which include: management meetings; sale presentations; employee presentations and public speaking engagements.
MARCH	Debt Recovery and Delinquency Management	2 Day	Credit and collection officers/agents, loan administrator, recoveries officers, delinquency management supervisors.
APRIL	Anti-Money Laundering/CFT	1 Day	Compliance officers, risk management officers, finance professionals, accountants, legal and corporate secretaries.
APRIL	Using HR Analytics to Deliver Value	2 Day	Human Resource professionals
MAY	Treasury Management	2 Day	Treasury managers and support team.
MAY	Women in Leadership	2 Day	Women who are preparing to assume leadership roles who wish to embrace their own unique brand of leadership and challenge the status quo to bring transformational change in the workplace and society.

Contact us now for further information:

 868-235-6291 Ext: 1002

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JUNE	Coaching and Mentoring Skills for Managers and Leaders	2 Day	Managers and leaders who are involved in delivering coaching and mentoring to team members.
JULY	HR Professional Toolkit	2 Day	Human Resource Professionals.
SEPTEMBER	Leading at Every Level - Leadership Program for Managers and Supervisors	2 Day	Managers and supervisors.
OCTOBER	Succession Planning, Talent and Performance Management	2 Day	Human Resource Managers; Recruitment and Retention Managers, Talent Managers and Team Leaders.
NOVEMBER	Writing and Delivering Speeches and Presentations with Impact	2 Day	Communication officers/specialists and other professionals who are tasked with preparing speeches and script writing as well as the delivery of presentations at public engagements.
NOVEMBER	Redesigning the Team and Organization for Effectiveness	2 Day	Human Resource and Organization Development managers.

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