

TRAINING CALENDAR 2024 – Q1

MONTH	TRAINING WORKSHOP TITLE	DURATION	TARGET AUDIENCE	COST \$
JANUARY 30 TH	The Professional Makeover - Strategies for Work and Life Effectiveness	1 Day	Suitable for individuals at all levels of experience and expertise, seeking to enhance their productivity, and practical strategies to manage time, tasks, and priorities, resulting in improved efficiency and control over work and personal life.	\$1600.00 plus VAT
FEBRUARY 27 TH	Introduction to Accounting and Finance for Non-Financial Professionals	1 Day	Professionals whose core competencies maybe outside of the area of Finance and Accounting and require knowledge with respective terns, jargons and accounting principles.	\$2000.00 plus VAT
MARCH 7 TH	International Women’s Day Webinar	1 hour	Women - professionals and leaders	FREE
MARCH 27 TH & 28 TH	Debt Recovery and Delinquency Management	2 Day	Credit and collection officers/agents, loan administrator, recoveries officers delinquency management supervisors.	\$2500.00 plus VAT

Contact us for further information or to customize any of these topics for your team



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TRAINING CALENDAR 2024 – Q2

MONTH	TRAINING WORKSHOP TITLE	DURATION	TARGET AUDIENCE	COST \$
APRIL 12 TH	Improving Effectiveness through Self-management - Administrative Professional Training	Half Day	Administrative professionals	\$900.00 plus VAT
APRIL	Effective Written Business Communication	2 Day In person	Individuals who wish to refresh and refine their business writing skills.	\$2500.00 plus VAT
MAY 14 TH & 15 TH	Women in Leadership	2 Day In person	Professionals and leaders.	\$3000.00 plus VAT
JUNE	Project management: Key Skills for a Manager's Toolkit	1 Day In person	Professionals involved in developing and managing projects.	\$2000.00 plus VAT

TRAINING CALENDAR 2024 – Q3- Q4

MONTH	TRAINING WORKSHOP TITLE	DURATION	TARGET AUDIENCE	COST \$
JULY	A - Z in Mortgage Financing	2 Day (In person)	Loan supervisors; lending officers, personal and private banking officers; mortgage origination specialists and real estate agents.	\$3200.00 Plus VAT
JULY	ESG What's Next?	1 Hour (Online)	Professionals at all levels with a vested interest in Environmental Social and Governance.	FREE
SEPTEMBER 17 TH & 18 TH	Credit Assessment and Proposal Writing	2 Day (In person)	Credit sales and account officers	\$2500.00 Plus VAT
SEPTEMBER 25 TH & 26 TH	Environmental Social and Governance (ESG) Updates	(2) Half-Days (In person)	Executives at all levels of: <ul style="list-style-type: none"> - ESG reporting - Sustainability - Corporate social responsibility - Investor relations - Corporate affairs - Finance - Marketing - Product stewardship 	\$1800.00
OCTOBER	AML/CFT Trends and Developments for 2024 - 2025	Half Day Online	Compliance officers, risk management officers, finance professionals, accountants, legal and corporate secretaries.	\$900.00 plus VAT

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