

Training Calendar 2009

Management Courses—Schedule of Events

Month	Course Title	Dates
June	<ul style="list-style-type: none"> Recruitment & Selection Workshop (3 hrs) 	<ul style="list-style-type: none"> 18
July	<ul style="list-style-type: none"> Strategy, Budgeting and Reporting Corporate Governance How Rolling Forecast Work in Practice 	<ul style="list-style-type: none"> 13—14 16 17
Aug	<ul style="list-style-type: none"> Project Management Professional (PMP & CAPM) Effective Communication 	<ul style="list-style-type: none"> Will be communicated later
Sept	<ul style="list-style-type: none"> Gestion des Conflits (Etienne Chome) Leadership Training Train the Trainer Debt Collection 	<ul style="list-style-type: none"> 23—25 Will be communicated later
Oct	<ul style="list-style-type: none"> Project Management Techniques and Procedure Managing Supply Chain Program Launch "Secretary of the Year Competition" 	<ul style="list-style-type: none"> Will be communicated later
Nov	<ul style="list-style-type: none"> Negotiation Skills Time Management Professional Presentation Skills 	<ul style="list-style-type: none"> 9—13 Will be communicated later
Dec	<ul style="list-style-type: none"> Futurekids Holiday Courses (school children) 	<ul style="list-style-type: none"> 7—11

For more information please contact:

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