

Strategy Development/Execution Organization Health Assessment/Intervention Workforce Development/Training Executive placement and Professionals Outsourcing

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SHORTLIST OF OUR MANAGEMENT TRAINING PROGRAMS

- Communication: The Art of Communication is the Language of Leadership
- # Conflict Management
- Core Skills: Building a Strong Foundation for today's Sales Professional
- Corporate Coaching
- # Embracing Change
- ☐ Culture Change: Work, Individual and Organization
- # Customer Service Excellence
- # Effective Supervisory Skills
- # Emotional Intelligence: A pathway for Personal Success
- # Empowering Performance: A Sales Manager's Guide to Success
- # Human Resources Management
- ☐ Job Evaluation and Salary Grading: General & Hay's Method
- ☐ Job Management, Job Analysis, Description and Evaluation
- Marketing skills for non-marketers
- ☐ Organizational Development: Introduction, Intermediate & Advanced
- **#** Operations management
- ☐ Personal Effectiveness & Attitudinal Change
- **#** Process Management
- ➡ Positive Impact, achieving performance excellence
- ➡ Principles of High Performance: How to achieve outstanding results in your business
- ☐ Principles of Partnership Selling: Products Don't Sell, People Do!
- □ Relationship Building for Excellence
- Skills for High Performance Teamwork
- □ Speaking for a Lasting Impression
- The Trust Factor: Creating Win-Win Relationships
- Time Management & Time Leadership
- Understanding Your Powers
- Becoming a Resourceful manager: Improving Service Quality/Time, Cost, and Productivity
- Activity Based Management
- Achieving high results through a 360 Degree Influence and Networks
- The Other Customized programmes per client's specific request

SENIOR MANAGEMENT AND EXECUTIVES

- Assessing Your Organization for High Performance
- # Change Management and Leading Others Through Change
- □ Coaching and Mentoring Your Team
- □ Critical & Strategic Thinking
- Developing High Performance Strategy and Effective Execution
- Developing High Performance Teams
- Diversity: The uniqueness of the individual is what brings strength to the team
- # Emotional Intelligence: A pathway for Personal Success
- # Employee Engagement: Moving Past the Corporate phrase to deliver On-Target Results
- # Effective Performance Management & Appraisal system
- # High Payoff Hiring: The ability to hire the right people is essential to the bottom line.
- # High Performance Leadership: From Control to Empowerment
- ☐ Image Leadership
- Job Evaluation and Salary Grading: General & Hay's Methods
- ☐ Leadership Development Programmes
- Making a strategy review effective
- # Managing Difficult People
- ☐ Organizational Development, Job Management, Job Evaluation & Reward Systems
- ☐ Positive Impact, achieving performance excellence
- # Principles of Leadership
- The Power of Persuasion
- Top Competencies of High Performance Leaders
- ➡ Principles of High Performance: How to achieve outstanding results in your business
- □ Enhanced Performance Management
- ☐ Other Customized programmes per client's specific request

FUNCTIONAL SKILL TRAINING PROGRAMS

- Stategic and Conceptual Selling Skills
- □ Sales and Managing the Sales Process
- # Financial Management
- # Accounting for Non Accountants
- Regulatory compliance and Anti-money laundering
- # HR for Non HR
- □ Strategic HR Management & Modern HR trend Implementation
- # Legal Writing

- □ Essentials of E-mail Marketing
- Operations Management for Boosting Productivity
- □ Workflow Management
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- Technology in business for Higher Productivity
- # Knowledge Management
- # Information Management
- Document Control and Management
- Purchasing and Supply Chain Management

GENERAL TRAINING PROGRAMS

- ☐ Critical, Analytical and Strategic Thinking (for Basic, Intermediate and Advanced levels)
- Accountability Series: Life guest and Life Strategies
- □ Project Accounting
- Management of Public- Private Partnerships(PPP)
- Leadership and Project Team Management
- Monitoring and Evaluation: Design and Implementation
- □ Organizational Change and Sustainability management
- Result based Management: Performance Indicators, Monitoring and Evaluation systems
- ➡ Project Management and Making Business Impact
- ☐ People Management for Excellence
- # E- Learning on personal, management and leadership development programs