

3-DAY WORKSHOP ON
**“DEVELOPMENT OF SUPERVISORS THROUGH POSITIVE
ATTITUDE, TEAM WORK, INTERPERSONAL SKILLS AND
EFFECTIVE COMMUNICATION”**

**HOTEL PARK INN BY RADISSON, LAJPAT NAGAR - IV, NEW DELHI
28-30, 2019 (NON-RESIDENTIAL)**

KEY WORKSHOP TOPICS:

- Self-exploration, Attitude, Behaviour and Self-effectiveness;
- Motivating, Building and Leading the Team ;
- Inter-personal Relations;
- Leadership Skills;
- Management of Time;
- Building Work Culture for **Productivity, Quality and Cost Control**;
- Communication and Listening Skills;
- Grievance Handling and Counseling;
- Team Building;
- Basic Knowledge of Labour Laws.

CORE FACULTY: The programme will be conducted by top-notch Behavioural Scientists, Industry leaders and HR professionals who have made distinct contribution in development of workforce in Supervisory, Managerial and Leadership Skills.

WHO CAN PARTICIPATE: The programme has been designed to meet the requirements of supervisory personnel and junior/middle level managers employed in factories, mines, plants, office establishments, construction sites, service organizations, field operations and township activities.

FEE: This is a **non-residential** programme. The participation fee covering the course material, stationery, luncheon and refreshments is Rs. 18,000 + 18% GST = **Rs. 21,240** per participant. **In case of three or more nominations from the same office, a concessional fee is Rs. 17,000 + 18% GST = Rs. 20,060 per participant.**

This fee is payable along with the nomination by sending a Delhi Cheque or, in case of outstation participants, by a Multicity Cheque or a Demand Draft drawn in favour of **“Industrial Management Academy”** payable at New Delhi. **NEFT payment may be made direct to Current A/c No. 010102000025230 (IFSC Code IBKL0000010, MICR NO. 110259002) IDBI Bank, Siri Fort Branch, New Delhi under intimation by email. Fee is not refundable but alternate nominee is permissible. PAN No. AAFPD8988D, GST No. 07AAFPD8988D1ZI, SAC Code No.999293.**

LAST DATE:

Last date for receipt of nomination is 21.08.2019

PHONE NO:

011-26106272, 26101411, 26197369, Mob: 09868413323

FAX:

011-26163736

ADDRESS:

Secretary, Industrial Management Academy,
Plot No. BA-4-F, Munirka DDA Complex, New Delhi – 110 067.

OUR EMAIL:

imanewdelhi@gmail.com

OUR WEBSITE:

www.imanewdelhi.com