

BUILDING HIGH PERFORMANCE MANAGERIAL LEADERSHIP SKILLS

Who Should Attend: Senior Executives, Mid-Managers and Managers

PROGRAM HIGHLIGHT

Managing and leading is a set of processes that creates organisations and adapts them to change circumstances. Leadership defines what the future should look like, aligns people with that vision, and inspires them to make it happen despite the obstacles. This program encourages participants to think beyond their personal agendas and imagine how their management and leadership efforts could engage other's desires.

LEARNING OUTCOMES

Upon completion of this module, participants will be able to:

- Explain the nature of management, including managerial roles and responsibilities and critical skills required
- Understand themselves in terms of their work styles and work values to adapt themselves for better performance
- Manage others by building trust and relationship and coaching to achieve desired results
- Apply the skills of mapping and analysing business models
- Determine initiatives to attain higher performance

OUTLINE

Session 1 - Introduction & Understanding the Big Picture

- Welcoming
- Ice Breaker- Knowing Me Knowing You
- Understanding the Big Picture
- Program Framework

Session 2 - Understanding Management & Leadership

- The Nature of Management
- Managerial Roles and Responsibilities
- Common Mistakes Managers Make
- Skills Critical to Management Success

Session 3 - Managing Self

- Understanding Your Managerial Work Styles
- Managing Personal Change

Session 4 - Managing People

- Building Trust and Relationship
- Coaching for Performance
- Dealing with Bosses

Session 5 - Managing Business

- Knowing Your Business/Operations
- Identifying Strength and Weaknesses
- Determining Improvement Initiatives

PROGRAM METHODOLOGY

- Facilitator Interactive Presentation
- Individual Activity-Self Reflection
- Group Breakout Activity
- Relevant Video Presentation

REGISTRATION

(03) 5544 6340
(03) 5544 6300

nurulh@sirim.my
hamimah@sirim.my

www.sirimsts.my

FEES

RM1700/ PAX

**excluding 6% SST*

(Discount: 3 or 4 pax - 5% /
5 pax and above - 10%)

SOFT SKILLS AND MANAGEMENT TRAINING BUILDING HIGH PERFORMANCE MANAGERIAL LEADERSHIP SKILLS

21-22 January 2020 18-19 August 2020

Shah Alam, Selangor

REGISTRATION FORM

Contact Person			
Company Name			
Company Registration No.			
Address			
E-mail			
Contact No.	HP:	Office:	Fax:

Please tick for organisation type:

Local company	Individual	SME	MNC
Organisation/ Association	Company registered under state agency	Government	Others (organisation / societies / international)
GLC	Foreign company	Koperasi	Professional & technical services

Please tick to indicate the nature of your business :

Aerospace	Agricultural	Automotive	Building/Construction	Chemical	Communication
Defence	Distribution	Education and Industrial Training Services	Electrical and Electronics	Environment	Financial/Banking
Food and Beverages	Green Technology	Health Related & Social Services	Tourism & Related Travel	Information Technology	Machinery and Equipment
Medical Devices	Nuclear Fuel Industry	Oil and Gas	Plastics and Rubber Products	Pharmaceuticals	Power Plant Industry
Publishing/Broadcast	Research and Development	Shipbuilding	Textile/Clothing	Timber And Wood	Transport
Water Supply Industry	Others (Please specify):				

PARTICIPANT

No.	Name	Position	Email	Mobile No.
1.				
2.				
3.				
4.				
5.				

Signature :

Date :

Disclaimer: SIRIM STS SDN BHD is committed in ensuring the confidentiality, protection, security and accuracy of personal information made available to SIRIM Group in accordance with the Personal Data Protection Act 2010. It is your obligation to ensure that all personal information submitted and retained is accurate, not misleading, updated and complete in all aspects. SIRIM Group or its authorized officers shall not be responsible for any personal information submitted by SIRIM Group Staff that is inaccurate, misleading, incomplete or not updated.

Contact us :

(03) 5544 6340 (Farhanah)
nurulh@sirim.my

(03) 5544 6300 (Hamimah)
hamimah@sirim.my

Official Organisation
Stamp :

