

ACHIEVING EXCELLENCE AT WORK



Conducted by

Nikhil Desai, International Speaker, Motivator, Trainer & Director, The Centre For Excellence

WHY THE ACHIEVING EXCELLENCE AT WORK PROGRAM?

Achieving Excellence is about achieving outstanding performance by continuously working on one's self in a manner so as to accomplish outstanding results effortlessly with ease and consistency, as a matter-of-habit.

We all know about the enormous potential of human beings. We are all capable of performing more effectively and at much greater efficiency levels.

This workshop is designed to familiarize the participants with some skills & ideas to help them to get the best out of themselves and others.

OBJECTIVES

To enable the participants to:-

- Understand the process of achieving goals
- Communicate with clarity & conviction
- Manage time more effectively
- Deal with stress

CONTENTS

- Setting & achieving goals
- Skills of a good communicator
- The power of listening
- Non-verbal communication
- Planning the day and priorities
- Eliminating & managing time wasters
- Tips for dealing with stress
- Preparing an action plan

FOR WHOM

All executives of the organization at all levels and from all functional areas will find tremendous value from this workshop.

METHODOLOGY

This program is highly interactive, participative and experiential. The workshop takes place in an enthusiastic, warm and inspiring atmosphere using the most appropriate and interesting methods of training.

TESTIMONIALS

The session is tremendous & I'm personally benefited a lot. It is an eye opener & I feel that the module is an imperative one for all. I'm feeling very positive, enthusiastic & complete. I look forward for more such sessions. I've devoured every moment of it. Thanks & regards!

- Bibhor Srivastava - General Manager - Jasubhai Digital Media

I have always read and heard so many things about attitudes in life, time management, setting goals in life, but most of the time they remained at the back of the mind. After attending the workshop, I have learned to give it all a more systematic approach. Thanks to Nikhil Desai and The Centre for Excellence!!!

- Pallavi Sable - Asst. Manager - JM Morgan Stanley

Thanks a lot to Mr. Nikhil Desai for such a great seminar.

Feelings: It was full of learning and knowledgeable day with you as well as with other participants.

Learnings: I have learnt to organise my time and work from this seminar.

- Arti Vora - Accountant - Techno Polymer Industries

Excellent program. It certainly has triggered self analysis and motivated me to make a difference in my life.

- R. Gera - Support Specialist - Al-Khayat Scientific Supplies

Excellent program to understand the importance of polishing your soft skills to achieve success in today's dynamic corporate world.

Really good & implementable concepts in day to day activities.

- Prashanth B. - B. D. Manager - Lanxess

Thoughts & feelings: This is a 'must attend' program for all the working professionals.

Learnings: All about making the best use of our time, energy & resources which in turn would make our work place a 'Great Place to Work'.

- Anjali Kantak - HR Executive - Tata Power SED



Date : 29th February, 2012 **Time:** 9.30 a.m. to 5.00 p.m.

Venue : Sea Princess Hotel, Juhu Tara Road, Juhu Beach, Santacruz West, Mumbai - 49

Investment : Rs.7,200/- Plus 10.30% Service Tax (Rs.7,942/-) Per Program Per Participant
Rs.6,800/- + 10.30% Service Tax (Rs.7,500/-) per program per participant (for 3 or more participants)

(Including fees, course material, certificate of participation, lunch & refreshments)

ACHIEVE PEAK PERFORMANCE!