

MANAGEMENT COURSES

GENERAL AND STRATEGIC MANAGEMENT (MG02A)

OBJECTIVE:

To develop an understanding of the dynamics of organisations, of organisational decision making and the role of managers.

WHO SHOULD ATTEND?

All Managers, Supervisors & Team Leaders.

COURSE CONTENT:

- Business Framework
- Approaches to Strategy
- Business ideas and the Mission of an Organisation
- Management Decision Making
- Evaluation and Control of Strategy and Performance
- Organising and Integrating

SKILLS/LEARNING OUTCOMES:

- On successful completion of this module, delegates will be able to:
- Carry out business analysis
- Use tools and techniques for analysing issues and options
- Conduct an organisational process aimed at reaching conclusions

Duration: 5 Days

Date:	Venue:	Cost:
Feb 22-26	Bahrain	USD 2,200
Jun 21-25	Kuwait	USD 2,200

HUMAN RESOURCES MANAGEMENT (MG05A)

OBJECTIVE:

This course introduces the concept of people in the modern organization. It looks at the determination of an HR Strategy and how this supports organization structures, systems and techniques for the management of people within the organization. The module also reviews specific processes related to recruitment and selection, performance management and appraisal, reward management, and training and personal development.

WHO SHOULD ATTEND?

Managers & Supervisors in this field

COURSE CONTENT:

- A general introduction to Human Resource Management and Company Culture.
- The Changing Role of Human Resource Management.
- Recruitment and Selections: Getting the People right.
- Reward Management: Ensuring pay for performance.
- Training and Development: Ensuring the right skills for the job.
- The Future for Human Resource Management.

SKILLS / LEARNING OUTCOMES:

- On successful completion of this modules, delegates will understand:
- How human resource strategy integrates into corporate strategy.
- How organizations undertake recruitment programs suitable to their company culture.
- How to set effective objectives for staff and appraise them according to these objectives.
- The process of undertaking a Training Needs Analysis and designing company training programs related to this and the organization's overall needs.

Duration: 5 Days

Date:	Venue:	Cost:
May 17-21	Cairo	USD 2,200
Aug 15-19	Jordan	USD 2,200