

EMOTIONAL INTELLIGENCE AT WORK

Date, Time & Venue

11 & 12 November 2019 (Monday & Tuesday)

9.00 am – 5.00 pm

NKF Training Centre, C23-03, Block C, 3-Two Square,
No. 2, Jalan 19/1, 46300 Petaling Jaya, Selangor.

NKF TRAINING SDN. BHD.



Who Should Attend

**Directors * Managers * Team Leaders *
Executives * Supervisors**

*** Sales Professionals * Service Managers *
Anyone who is involved in people management**

Introduction

The importance of being intelligent and emotionally balanced in a fast-paced industry demands that executives and managers not only possess the ability to work smart, but also have the attitude, knowledge and skills to connect with self and others on an emotional level. This means that you need to have sufficient exposure to the intricacies of human psychology to effectively manage yourself emotionally and communicate effectively with others at the workplace to enhance your technical and intellectual contributions to the organization.

Course Outline

Module 1: Fundamentals of IQ Decision-making processes

Module 2: Steps in Sharpening your EQ as a professional

Module 3: Effective Improvements to your 'Emotional' communication

Module 4: Left-brain methods in Creating Smart Solutions

Objectives

In this programme, participants will learn how to:

- 1) Experiment IQ challenges at the workplace through smart decision-making processes
- 2) Enhance your emotional strength and stamina at work using EQ tools
- 3) Overcome intra-personal and interpersonal communication problems of an EQ nature
- 4) Leverage problematic issues in the organization using IQ-based solutions

Course Approach

- Interactive lecture
- Case studies, Games, Role Plays, participative fun activities including personality profiling
- Group discussions and presentations

Course Fee

Early Bird Rate: RM 680/pax (before 28th October 2019)

Standard Rate: RM 730/pax

Group Registration:
RM 680/pax (Minimum of 3 pax)

*Course fee is inclusive of meals and kits.

Trainer

Mohammed Salim Ashedoff

Mohammed Salim Ashedoff has years of strong experience in the services and retails industry. He is a certified Trainer, Coach, Neuro-Linguistic Programme (NLP) Practitioner, and Consultant with extensive experience in corporate and public training. His methodology of training is unique and they are tailor made to the needs and wants of the market. As a Corporate Trainer and Consultant, Salim has conducted several training programmes such as Coaching, Leadership and Employee Engagement Skills; Creative Thinking Skills; and Cross-Cultural Communication for better Customer Service and Decision-Making Skills.

Registration

To register, please fill up the registration form and email it to us at training@nkf.org.my or fax it to **03-7960 2359**
Due Date : 4th November 2019

LIMITED SEATS ONLY. RESERVE YOUR SEATS NOW!

Contact Us

Please do not hesitate to contact us if you have any further queries:

Pn. Farah / Pn. Khairani | Tel: 603-7960 2301/02 | Fax: 603-7960 2359 | Email : training@nkf.org.my



**REGISTRATION FORM
EMOTIONAL INTELLIGENCE AT WORK**

Name of Participant: _____ I/C No.: _____

Designation : _____ Mobile No.: _____

Company : _____

Address : _____

Telephone No. : _____ Fax No. : _____

Email Address : _____

Group Registration: Please provide name list with I/C number

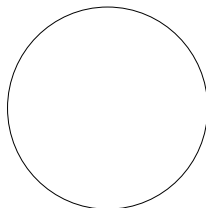
No.	Name	I/C No.

Registration type	Course Fee
Individual Registration	<input type="checkbox"/> RM 680.00 (Early Bird – before 28 th October 2019) <input type="checkbox"/> RM 730.00 (Standard Rate)
Group Registration (Minimum of 3 pax)	<input type="checkbox"/> RM 680.00 X (No. of Pax : _____) Total = RM _____

*Management has the right to change the date of the event with notice given in advance.

*All payments (i.e. fund transfer/internet banking/cheque) are to be made in favour of the “NKF Training Sdn. Bhd.”, CIMB Bank Account No.: **8010129570**. Please email/fax to us a copy of the payment receipt/slip.

I/We hereby declare that I/we have read and understood the contents of the privacy notice of NKF displayed on the NKF website at www.nkf.org.my and confirm my/our consent for NKF to use my/our personal data for the purposes and to the parties stated in the privacy notice.



Signature of Employer

Company Stamp

Date :

CLOSING DATE FOR APPLICATIONS NOT LATER THAN 4th NOVEMBER 2019

Please fill up this registration form and **email** to us at training@nkf.org.my or **fax** it to **03-7960 2359**