

# Leadership Development

**FACILITATOR** - Mr Michael Lim Seng Gyup

**3-4 February 2010, Kuching**



Leadership training is all about staying ahead of the game, and is vital in today's fast-paced business environment; leaders need a broad perspective, vision, and to be fully aware of the trends and developments shaping their organisation.

This seminar is designed to provide delegates with the critical skills needed to stop managing and start leading, while impacting the bottom-line and, as a result, make you a vital part to your organization's future. Our focus will be on developing key leadership talents and abilities to create "well rounded" leaders which help in assisting the participant to establish an environment of success for your organisation.



**Mike Lim**

BA (Hons), Sydney University, Diploma in Education.

Professional speaker, HR practitioner and training veteran journalist and social commentator. Management Development Consultant and trainer at national and international levels.

**OBJECTIVES**

The participants will learn:

- The Different Styles Of Leadership And Fundamentals Of Leadership.
- To Develop The Flexibility Of Applying The Appropriate Leadership Style To Respond To Each Situation And Expanding Responsibilities Effectively.
- To Apply The Core Leadership Skills To Lead And Motivate Others To Increase Team Work And Productivity.

**GET 10% OFF OF TOTAL FEES WHEN YOU REGISTER ONLINE  
@ [WWW.TNDP.COM.MY](http://WWW.TNDP.COM.MY)**

## COURSE CONTENTS

- *The Golden Rules Of Leadership.*
- *Effective Communication Techniques To Overcome Barriers To Communication And To Develop An Awareness Of The Importance Of Improving Organisational Communication.*
- *The Need For Openness And Trust Between Supervisor - Subordinate Relationship.*
- *Listening Skills - Getting Quality And Vital Information From Others Which Form The Basis Of Sound Decision And Thus Avoid Misunderstanding.*
- *Giving Constructive Feedback - Useful Guidelines And Information To Improve Performance Which Focuses On The Initiative To Want To Change.*
- *Giving Positive Recognition For Doing The Right Things - Motivation Techniques And Interaction With Others For Peak Performance.*
- *Becoming More Effective In Balancing Task And People Orientation Leadership Functions.*

### WHO SHOULD ATTEND:

Managers And Supervisors, First Line Managers And Staff In Supervisory Or Project Management Roles.

**INVESTMENT :** ( Leadership Development)

**Early Bird rate :RM 980 per person** (Paid on or before 5th January 2010)

**Normal Rate : RM 1080 per person**

10% discount of the total fees for 3 people from the same corporation/group.

10% discount of the total fees if you register online at <http://www.tndp.com.my>.

All cheques should be crossed and made payable to **Puncak Mahajaya Sdn Bhd.**

### Cancellation

- Cancellation must be made in writing
- A prompt refund minus 15 % administrative charge for cancellation received at least 3 weeks before the training
- No refund can be made for cancellation made less than 2 weeks. However, places are transferable.

### REGISTRATION FORM

Total number of participants attending :

Name: ..... Position: .....

Name: ..... Position: .....

Company: .....

Address: .....

Nominating person: ..... Position: .....

Phone: ..... Fax: ..... E mail: .....

Cheque for (\$ ..... ) enclosed.

**To register, fax this form to (82) 411368**



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