

Upcoming training and events calendar

YOUR QUICK AND EASY GUIDE TO COURSES, WORKSHOPS, SEMINARS AND NETWORKING EVENTS

IT'S WHO YOU KNOW, IT'S WHAT YOU KNOW

September 2010

Wednesday 01	Essential Supervision Skills Programme (Module 2)
Thursday 02	Planning for Growth
Monday 06	The Professional Receptionist – Part 1
Monday 06	New Member Networking Event
Wednesday 08	Essential Leadership Skills Programme (Module 3)
Thursday 09	Champion Canterbury Awards
Monday 13	The Professional Receptionist – Part 2
Tuesday 14	Costing, Pricing and Cashflow Planning
Wednesday 15	The Customer Connection
Thursday 16	Handling Conflict in the Workplace
Monday 20 & Tuesday 21	Essential Training for Health and Safety Representatives – Stage 1
Tuesday 21	Know Your Business
Wednesday 22	Marketing Online for Exporters
Thursday 23	Time Management & Optimal Productivity
Monday 27	The Disciplinary Process
Wednesday 29	Loyalty & Customer Relationships Online
Wednesday 29	Connect
Thursday 30	Exporter After 5
Thursday 30	Essential Supervision Skills Programme (Module 1)

October 2010

Monday 04	Health and Safety Basics
Tuesday 05	Pricing from a Marketing Perspective for Exporters
Wednesday 06	Managing your Debt Recovery
Thursday 07	Essential Supervision Skills (Module 2)
Monday 11	Accounting for Non-Accountants
Tuesday 12 & Wednesday 13	Essential Training for Health and Safety Representatives - Stage 1
Wednesday 13	Export Canterbury Breakfast Series
Wednesday 13	Network After 5
Thursday 14	Essential Supervision Skills (Module 3)
Monday 18 & Tuesday 19	Advanced Training for Health and Safety Representatives - Stage 2
Tuesday 19	Incite
Thursday 21	Essential Supervision Skills (Module 4)

For more detailed information on any of the listed seminars/events please visit www.cecc.org.nz or check your Employers' Chamber of Commerce Training & Events Directory.

To register, please complete an Employers' Chamber booking form included in this mail out. You may also register via www.cecc.org.nz or email registrations@cecc.org.nz with details of the seminar/event you wish to attend.

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