

Public Training Schedule 2021





Types of Trainings

Public Trainings

We deliver public training sessions at Management Mix training center in Saifi village

In-house Trainings

We design and deliver customized inhouse trainings according to your objectives and audience needs

Online Trainings

We deliver public and inhouse trainings online through Zoom

Areas of Expertise

Strategic/ Management

Sales Management

Customer Service

Marketing

Talent Management

Resources Management

Information Technology

Process Management

Quality Management Systems

Food Safety Management Systems

Health & safety management systems

Structure

Self-development Skills

Managerial Skills

COVID 19 Precautions



- ❖ The training rooms are disinfected and clean;
- ❖ The temperature of the trainer and the trainees will be checked before entering the training;
 - ❖ The trainer will be wearing a face mask;
 - ❖ All the trainees will be asked to wear masks throughout the training;
- ❖ Hand sanitizers will be available in the training rooms, cafeteria, and toilets;
 - ❖ Adequate, clean, and separate toilets for men and women;
 - ❖ Trash is available in the training rooms;
 - ❖ Ventilation will be available;
- ❖ We will Provide tissues, alcohol, hand gels, and trash bins in the training room to maintain personal hygiene;
 - ❖ Social distancing will be maintained in the training room;
 - ❖ Minimize physical contact.

Online Trainings



We offer a variety of online training courses designed to meet your needs and requirements.

You can participate to our public interactive online sessions or you can book a session for your team to be delivered at the dates and timing convenient for you.

Trainings for Students

We offer **customized** training programs for universities interested to organize practical trainings to students.

We also provide special **discounts** for students and fresh graduates!

For more info about the training programs for universities, you can contact us on 01.983838 or email us on

mso@managementmix.eu



January



**Jan
20/21**

Assess your current strategy and develop long term strategies

2 PM – 6 PM

200 USD + VAT

**Jan
27/28**

Conduct an effective training needs Assessment

2 PM – 6 PM

200 USD + VAT

**Jan
26/27/28**

ISO 22000:2018 Food Safety Management System

2 PM – 6 PM

250 USD + VAT

February



**Feb
4/5**

ISO 9001:2015 QMS:
Increase your processes efficiency by
implementing ISO 9001:2015 requirements

9 AM – 5 PM

350 USD + VAT

**Feb
18/19**

**Strategies and tools to acquire the
best talent for your team**

2 PM – 6 PM

200 USD + VAT

**Feb
11/12**

Work productively under pressure



5 PM – 7 PM

150 USD + VAT

**Feb
25/26**

**Job search, resume writing and
interviewing skills**

2 PM – 6 PM

200 USD + VAT

March



**March
3/4/5**

**Certified Internal Quality Auditor
ISO 9001 QMS**

9 AM – 5 PM

350 USD + VAT

**March
18/19**

**Develop innovative ideas for
a successful business**

2 PM – 6 PM

200 USD + VAT

**March
10/11/12**

**Master Mental Toughness and Thrive
in the Workplace**



5 PM – 7 PM

200 USD + VAT

**March
24/25/26**

**Business Continuity and Crisis
Management**

2 PM – 6 PM

300 USD + VAT

April



**April
5 to 9**

**Lead auditor ISO 9001:2015 QMS
CQI IRCA Certified**

9 AM – 7 PM

1100 USD + VAT

**April
21/22**

**Leading the onboarding process
for new employees**

2 PM – 6 PM

200 USD + VAT

**April
13/14/15**

**Build high performing teams and
encourage teamwork**



Zoom

5 PM – 7 PM

200 USD + VAT

**April
28/29**

**Effective strategies for launching
a new product/ service**

2 PM – 6 PM

200 USD + VAT

May



**May
5/6**

Human resources scorecard

Align the HR process with your organization strategic goals

2 PM – 6 PM

200 USD + VAT

**May
5/6/12/13/
19/20**

Social Media Marketing Program:

Empower your business with a strong Social Media presence

2 PM – 6 PM

550 USD + VAT

**May
12/ 13**

Provide exceptional customer service

2 PM – 6 PM

200 USD + VAT

**May
27/28**

ISO 45001:2018 Health and Safety Management System

9 AM – 5 PM

350 USD + VAT

June



**June
9/10**

Certified Health and safety internal auditor – ISO 45001:2018

9 AM – 5 PM

350 USD + VAT

**June
23/24**

Developing your marketing Mix strategy

2 PM – 6 PM

200 USD + VAT

**June
16/17**

Create a visionary career development plans for your employees

2 PM – 6 PM

200 USD + VAT

**June
28/29/30**

Influencing Skills using DISC personality types model



5 PM – 7 PM

200 USD + VAT

July



**July
8/9**

Measure and analyze the Impact of training programs on employee behavior and performance

2 PM – 6 PM

200 USD + VAT

**July
22/23**

Introducing an Effective Conflict Management Strategy

2 PM – 6 PM

200 USD + VAT

**July
14/15/16**

Enhance leadership skills with emotional intelligence



5 PM – 7 PM

200 USD + VAT

**July
29/30**

Developing a Business Plan for a New Venture

2 PM – 6 PM

200 USD + VAT

August



**Aug
5/6**

Prioritize your tasks and work productively



5 PM – 7 PM

150 USD + VAT

**Aug
12/13**

Effective Employee Retention Strategies

2 PM – 6 PM

200 USD + VAT

**Aug
30/31**

Successfully pitching your business idea to investors

2 PM – 6 PM

200 USD + VAT

September



**Sept
8/9/10**

Leading the change management process



5 PM – 7 PM

200 USD + VAT

**Sept
23/24**

Fundamentals of Effective Warehouse Management

2 PM – 6 PM

200 USD + VAT

**Sept
16/17**

Enhance Creativity and Generate solutions for complicated problems in the workplace

2 PM – 6 PM

200 USD + VAT

**Sept
8/9/15
16/22**

Sell like a champion:

Master the selling skills, gain new customers, close more deals

2 PM – 6 PM

450 USD + VAT

October



**Oct
7/8**

Understand and Manage your emotions for an increased productivity in the workplace

2 PM – 6 PM

200 USD + VAT

**Oct 21/22
28/29**

Talent Management Skills For Managers and HR coordinators

2 PM – 6 PM

200 USD + VAT

**Oct
18 to 22**

**Lead auditor ISO 9001:2015 QMS
CQI IRCA Certified**

9 AM – 6:30 PM

1100 USD + VAT

**Oct
28/29**

Best interviewing practices to hire the right candidate

2 PM – 6 PM

200 USD + VAT

November



**Nov
4/5**

Implement a successful retention and engagement strategies

2 PM – 6 PM

200 USD + VAT

**Nov
11/12**

Sales KPIs
Achieve your sales goals through sales KPIs

2 PM – 6 PM

200 USD + VAT

**Nov
18/19**

Write professional letters, emails and minutes of meetings

2 PM – 6 PM

200 USD + VAT

**Nov
25/26**

Lead auditor ISO 45001:2018 CQI IRCA certified

9 AM – 6 PM

1100 USD + VAT

December



**Dec
1/2/3**

**Successful purchasing negotiations
strategies and techniques**

2 PM – 6 PM

300 USD + VAT

**Dec
9/10**

**Planning and conducting effective
performance appraisals**

2 PM – 6 PM

200 USD + VAT

**Dec
16/17**

Balanced Scorecard

Align business activities to your
company vision and strategy

2 PM – 6 PM

200 USD + VAT

Follow us on Social Media

Leading your Business to Evolution



Management Mix



Management Mix Lebanon



Management Mix Lebanon



Management_Mix



Management Mix Lebanon


Contact Us

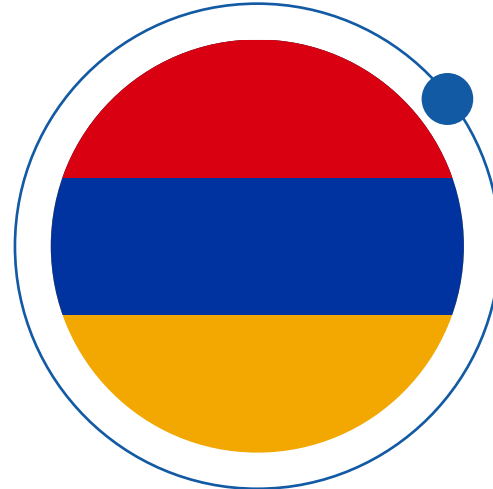


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