

# Public Training Schedule

2022





# Management Mix

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**Management Mix is a management consulting and training** company located in Beirut central district;

The main services that we provide are:

- Management consulting
- Training and development
- Company management
- Investment management
- Development projects

For more info about our services, please visit our website: [www.managementmix.com](http://www.managementmix.com)

# Types of trainings

- 1 Public training sessions**
- 2 In-house customized training sessions**
- 3 Online Training sessions**
- 4 One to one coaching sessions**

# Public training sessions

**Participants from  
different sectors**

**1**

**2**

**Real cases and  
examples**

**Exchange of  
experience**

**3**

**4**

**Short sessions to fit  
your work schedule**



# In-house training sessions

**Customized  
content**

**1**

**2**

**Special  
packages**

**Wide range of  
training topics**

**3**

**4**

**Dates & timing  
according to your  
availability**



# Online training sessions



- 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.



# One to one coaching

- One to one coaching sessions are customized for individuals to help them improve their current skills or learn new skills required as they progress within their career;
- Our experienced coaches take the time to understand the challenges that you are facing and propose the most effective solutions.



# Training sessions for students

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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, you can contact us on 01.983838 or email us on [mso@managementmix.eu](mailto:mso@managementmix.eu)





# 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





Check the dates  
of our public  
sessions

# May

Training Title	Dates	Timing	Prices
<b>Align the HR process with your organization strategic goals</b>	May 5/6	2 PM – 6 PM	200 USD + VAT
<b>Provide exceptional customer service</b>	May 12/13	2 PM – 6 PM	200 USD + VAT
<b>Social Media Marketing Program</b>  <b>Empower your business with a strong Social Media presence</b>	May 5/6/12/13/19/ 20	2 PM – 6 PM	550 USD + VAT
<b>ISO 45001:2018 Health and Safety Management System</b>	May 26/27	9 AM – 5 PM	350 USD + VAT

# June

Training Title	Dates	Timing	Prices
<b>Certified Health and safety internal auditor – ISO 45001:2018</b>	June 2/3	9 AM – 5 PM	350 USD + VAT
<b>Create a visionary career development plans for your employees</b>	June 9/10	2 PM – 6 PM	200 USD + VAT
<b>Developing your marketing Mix strategy</b>	June 16/17	2 PM – 6 PM	200 USD + VAT
<b>Influencing Skills using DISC personality types model</b>	June 23/24	2 PM – 6 PM	200 USD + VAT

# July

Training Title	Dates	Timing	Prices
<b>Measure and analyse the Impact of training programs on employee behaviour and performance</b>	July 7/8	2 PM – 6 PM	200 USD + VAT
<b>Enhance leadership skills with emotional intelligence</b>	July 14/15	2 PM – 6 PM	200 USD + VAT
<b>Introducing an Effective Conflict Management Strategy</b>	July 21/22	2 PM – 6 PM	200 USD + VAT
<b>Developing a Business Plan for a New Venture</b>	July 28/29	2 PM – 6 PM	200 USD + VAT

# August

Training Title	Dates	Timing	Prices
<b>Prioritize your tasks and work productively</b>	August 4/5	2 PM – 6 PM	200 USD + VAT
<b>Effective Employee Retention Strategies</b>	August 11/12	2 PM – 6 PM	200 USD + VAT
<b>Successfully pitching your business idea to investors</b>	August 30/31	2 PM – 6 PM	250 USD + VAT

# September

Training Title	Dates	Timing	Prices
<b>Leading the change management process</b>	September 8/9	2 PM – 6 PM	200 USD + VAT
<b>Enhance Creativity and Generate solutions for problems in the workplace</b>	September 15/16	2 PM – 6 PM	200 USD + VAT
<b>Fundamentals of Effective Warehouse Management</b>	September 22/23	2 PM – 6 PM	200 USD + VAT
<b>Sell like a champion: Master the selling skills, gain new customers, close more deals</b>	September 29/30	2 PM – 6 PM	200 USD + VAT

# October

Training Title	Dates	Timing	Prices
<b>Understand and Manage your emotions for an increased productivity in the workplace</b>	October 6/7	2 PM – 6 PM	200 USD + VAT
<b>Lead auditor ISO 9001:2015 QMS CQI IRCA Certified</b>	October 10 to 14	9 AM – 6 PM	1100 USD + VAT
<b>Talent Management Skills For Managers and HR coordinators</b>	October 20/21/27/28	2 PM – 6 PM	300 USD + VAT
<b>Best interviewing practices to hire the right candidate</b>	October 27/28	2 PM – 6 PM	200 USD + VAT



# November

Training Title	Dates	Timing	Prices
<b>Implement a successful retention and engagement strategies</b>	November 3/4	2 PM – 6 PM	200 USD + VAT
<b>Write professional letters, emails and minutes of meetings</b>	November 10/11	2 PM – 6 PM	200 USD + VAT
<b>Sales KPIs Achieve your sales goals through sales KPIs</b>	November 17/18	2 PM – 6 PM	200 USD + VAT
<b>Lead auditor ISO 45001:2018 CQI IRCA certified</b>	November 21 to 25	9 AM – 6 PM	1100 USD + VAT

# December

Training Title	Dates	Timing	Prices
<b>Successful purchasing negotiations strategies and techniques</b>	December 1/2	2 PM – 6 PM	200 USD + VAT
<b>Planning and conducting effective performance appraisals</b>	December 8/9	2 PM – 6 PM	200 USD + VAT
<b>Balanced Scorecard</b> <b>Align business activities to your company vision and strategy</b>	December 15/16	2 PM – 6 PM	200 USD + VAT

# Follow us on Social Media

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# Contact us

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**Beirut**

Lebanon

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Beirut Central District, Saifi village, Fouad Chehab  
avenue, Ring building, 4<sup>th</sup> floor



[mso@managementmix.eu](mailto:mso@managementmix.eu)



+961 1 983838; +961 1 983737



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