



# Training Calendar 2019 (Local)



SEMINAR TITLE	LOCATION	CODE	DATES	FEES
<b>2019 Kick-off Conferences</b>	<b>ABUJA / LAGOS PORT HARCOURT</b>		<b>MARCH 16, 2019</b>	
<b>Best Practices in Procurements and Contracts Administration</b>	<b>KADUNA</b>	<b>GMP-191</b>	<b>MARCH 18-22</b>	<b>N70,000</b>
<b>Planning, Goal Setting and Decision Making</b>	<b>PORT HARCOURT</b>	<b>GMP-192</b>	<b>APRIL 14-18</b>	<b>N70,000</b>
<b>Smart Managing - Achieving Corporate Goals Through Innovative Strategies</b>	<b>LAGOS</b>	<b>GMP-193</b>	<b>MAY 20-22</b>	<b>N70,000</b>
<b>Managing Employee Performance, Behavior and Attitude</b>	<b>KEFFI</b>	<b>GMP-194</b>	<b>JUNE 10-14</b>	<b>N70,000</b>
<b>Maximizing Output Through Personal and Professional Performance Management</b>	<b>JOS</b>	<b>GMP-195</b>	<b>JUNE 24-28</b>	<b>N70,000</b>
<b>Administrative Professionals Conference</b>	<b>ABUJA</b>	<b>APC-2019</b>	<b>JULY 13, 2019</b>	
<b>Work Ethics, Attitude and Professionalism in Service.</b>	<b>ENUGU</b>	<b>GMP-196</b>	<b>JULY 22-26</b>	<b>N70,000</b>
<b>Programmes Development, Implementation, Monitoring and Evaluation Workshop.</b>	<b>PORT HARCOURT</b>	<b>GMP-197</b>	<b>AUG. 12-16</b>	<b>N70,000</b>
<b>The 360 Degree Leader - Developing Multi-cultural and Emotional Intelligence.</b>	<b>KADUNA</b>	<b>GMP-198</b>	<b>SEPT. 16-19</b>	<b>N60,000</b>
<b>Leadership, Creativity and Peak Performance Management.</b>	<b>KEFFI</b>	<b>GMP-199</b>	<b>SEPT. 23-27</b>	<b>N70,000</b>
<b>Intra-preneurship and Resource Management in Public Service Organization.</b>	<b>LAGOS</b>	<b>GMP-200</b>	<b>OCT. 7-11</b>	<b>N70,000</b>
<b>Office Management Technology and Administration.</b>	<b>PORT HARCOURT</b>	<b>GMP-201</b>	<b>OCT. 28-30</b>	<b>N70,000</b>
<b>Operational Skills and Competencies for Administrative Personnel.</b>	<b>ABUJA</b>	<b>GMP-202</b>	<b>NOV. 11-15</b>	<b>N70,000</b>
<b>High Impact Management and Supervisory Skills Workshop.</b>	<b>PORT HARCOURT</b>	<b>GMP-203</b>	<b>NOV. 25-29</b>	<b>N70,000</b>
<b>Workplace Creativity and Innovation Workshop.</b>	<b>ABUJA</b>	<b>GMP-204</b>	<b>NOV. 18-22</b>	<b>N70,000</b>
<b>Labour Relations Management for HR Executives.</b>	<b>UYO</b>	<b>GMP-205</b>	<b>DEC. 2-6</b>	<b>N70,000</b>
<b>Executives Recognition Dinner</b>	<b>ABUJA / LAGOS PORT HARCOURT</b>		<b>DECEMBER 12, 2019</b>	