



Growth
Academy

RC 1208720



EXECUTIVE LEADERSHIP & MANAGEMENT PROGRAMS

MAY - DEC 2019

SEE SCHEDULE INSIDE

...Transforming Challenges into Opportunities

56A Bourdillon Road, Ikoyi, Lagos | +234-909-999-9415, +234-909-999-9412 | info@growthacademy.training | www.growthacademy.training

MAY 2019

TRAINING SCHEDULE

	COURSES	DATE
1	Crisis Prevention & Management	1st- 2nd
2	Logistic & Supply Chain Management	1st - 2nd
3	Effective Supervisory Management Skills for Managers	2nd - 3rd
4	Stock Control and Management	2nd - 3rd
5	Human Resources Management	6th - 9th
6	Financial Statement Interpretation	7th - 9th
7	High Impact Presentation Skills	9th - 10th
8	Fixed Asset Management	13th - 15th
9	Digital Marketing: Strategies, Implementation and Evaluation	14th - 15th
10	Understanding Local Content Implementation & Compliance	14th - 16th
11	Strategic Procurement Management for Managers	15th - 16th
12	Credit Management and Debt Recovery	15th - 17th
13	Understanding Contract Management	20th - 21st
14	Treasury and Working Capital Analysis	20th - 24th
15	Performance Management for Business Growth	21st - 22nd
16	Understanding The Impact of Business Valuation	22nd - 24th
17	Effective Meeting Management	27th - 28th
18	Office Productivity Tools: Advanced Ms Excel 2016	27th - 28th
19	Achieving Excellence Through Customer Service	29th - 30th
20	Managing Talents for Optimal Output	29th - 30th

JUNE 2019

TRAINING SCHEDULE

	COURSES	DATE
1	Strategic Procurement Management for Managers	3rd - 4th
2	Human Resources Management	3rd- 5th
3	Accounts Receivable Management	3rd - 7th
4	Creative Thinking and Problem Solving Skills	4th - 5th
5	Change Management	5th - 6th
6	Digital Marketing: Strategies, Implementation and Evaluation	5th - 6th
7	Health & Safety in the workplace	6th - 7th
8	Lean Process and Six Sigma	10th - 11th
9	Financial Risk Management & Corporate Governance	10th - 14th
10	Marketing and Business Development For SMEs	11th - 12th
11	Transforming Sales Objections to Selling Opportunities	13th -14th
12	Finance and Accounting Functions in the Oil and Gas Sector	17th - 21st
13	Understanding Local Content Implementation & Compliance	17th - 19th
14	Quality and Risk Management in Projects	19th - 21st
15	Effective Meeting Management	19th - 21st
16	The Challenger Sales Approach	20th- 21st
17	Accounts Payable Management	24th - 26th
18	Effective Contract Management	24th - 26th
19	Credit Management and Debt Recovery	26th - 28th
20	Effective Contract Management	27th - 28th

JULY 2019

TRAINING SCHEDULE

	COURSES	DURATION	DATE
1	Developing New Managers	2	1st - 2nd
2	Business Succession Plan	5	3rd - 4th
3	Team Building for Managers	2	4th - 5th
4	Project Management Principles	3	8th - 10th
5	Combating Risk and Fraud in Procurement	5	8th -12th
6	Managing Talents for Optimal Output	2	10th -11th
7	Strategic Procurement & Contract Management	2	11th - 12th
8	Measuring results from Training	2	15th - 16th
9	Goal Settings and Getting Things Done	2	15th - 16th
10	Quality and Risk Assessment Management	2	16th - 17th
11	Collaborative Business Writing	2	16th - 17th
12	Attention Management Skills	2	17th - 18th
13	Emotional Intelligence for Effective People Management	2	17th - 18th
14	Personal Branding	2	18th - 19th
15	Pre-Retirement Strategic Planning	4	22nd - 26th
16	Sales Team Motivation for Better Results	2	22nd - 23rd
17	Understanding Local Content Implementation and Compliance	2	23rd - 24th
18	Finance & Accounting for Non-Finance Managers	3	23rd - 25th
19	Financial Statement Interpretation for business growth	3	29th 31st
20	Effective Negotiation Skills	2	30th - 31st

AUGUST 2019

TRAINING SCHEDULE

	COURSES	DURATION	DATE
1	Leadership and Influence	2	1st - 2nd
2	Teamwork and Team Building	2	1st - 2nd
3	Organizational Skills	2	5th - 6th
4	Project Management Principles	3	5th - 7th
5	Managing workplace anxiety	2	7th - 8th
6	High Performance Team Inside the company	2	8th - 9th
7	High Performance Teams Remote Workforce	2	8th - 9th
8	Understanding Local Content Implementation & Compliance	2	8th - 9th
9	Entrepreneurship	2	13th - 14th
10	Women in Leadership	2	14th - 15th
11	Networking Outside the Company	2	14th - 15th
12	Networking Within the Company	2	15th - 16th
13	Improving Personal Productivity	2	15th - 16th
14	Accident Prevention, Investigation and Reporting	2	19th -20th
15	Pre-Retirement Strategic Planning	4	19th - 22nd
16	Treasury and Working Capital Analysis	5	19th - 23rd
17	Budgeting & Budgetary Control Methods	3	20th - 22nd
18	Financial Management for Projects and Contracts	5	26th - 30th
19	Operations Management for Optimal Growth	3	27th - 29th
20	Effective Supervisory Management Skills for Managers	2	29th - 30th

SEPTEMBER 2019

TRAINING SCHEDULE

	COURSES	DURATION	DATE
1	Collaborative Business Writing	2	2nd - 3rd
2	High Impact Presentation Skills	2	2nd - 3rd
3	Prospecting and Lead Generation	2	4th - 5th
4	Managing Personal Finances	2	4th - 5th
5	Fixed Asset Management	3	4th - 6th
6	Finance, Risk Management & Corporate Governance	5	9th - 13th
7	Improving Personal Productivity	2	10th - 11th
8	Project Management Principles	3	11th - 13th
9	Handling a difficult customer	2	16th - 17th
10	High Performance Team Remote Workforce	2	16th - 17th
11	Time Management	2	17th - 18th
12	Bid and Tender Management Skills	2	17th - 18th
13	Understanding Local Content Implementation & Compliance	2	18th - 19th
14	Strategic Procurement & Contract Management	2	19th - 20th
15	Pre-Retirement Strategic Planning	4	23rd - 26th
16	Effective Supervisory Management Skills for Managers	2	23rd - 24th
17	Sales Team Motivation for Better Results	2	24th - 25th
18	Entrepreneurship	2	25th - 26th
19	Employee Recognition	2	25th - 26th
20	Creating a Great Webinar	2	26th - 27th

OCTOBER

2019

TRAINING SCHEDULE

	COURSES	DURATION	DATE
1	Time Management	2	2nd - 3rd
2	Coaching and Mentoring	2	3rd - 4th
3	Executive and personal Assistant	2	3rd - 4th
4	Employee Termination Processes	2	7th - 8th
5	Office Politics for Managers	2	7th - 8th
6	Health and Wellness at work	2	8th - 9th
7	Pre-Retirement Strategic Planning	4	8th - 11th
8	Anger Management	2	9th - 10th
9	Improving Self-Awareness	2	9th - 10th
10	Operations Management for Optimal Growth	2	10th - 11th
11	Effective Supervisory Management Skills for Managers	2	14th - 15th
12	Understanding Local Content Implementation & Compliance	2	15th - 16th
13	Life Coaching Essentials	2	16th - 17th
14	Accident Prevention, Investigation and Reporting	2	17th - 18th
15	Emotional Intelligence for Effective People Management	2	17th - 18th
16	Finance and Accounting Functions in the Oil and Gas Sector	5	21st - 25th
17	Finance and Accounting Functions in the Real Estate Sector	3	23rd - 25th
18	Effective Customer Service Delivery	2	28th - 29th
19	Strategic Procurement & Contract Management	2	29th - 30th
20	Work-Life Balance	2	30th - 31st

NOVEMBER 2019

TRAINING SCHEDULE

	COURSES	DURATION	DATE
1	Accident Prevention, Investigation and Reporting	2	4th - 5th
2	Business Succession Plan	2	4th - 5th
3	Team Building for Managers	2	5th - 6th
4	Negotiation Skills	2	7th - 8th
5	Project Management Principles	3	11th - 13th
6	Managing Talent for Optimal Output	2	12th - 13th
7	The Role of Internal Control & Internal Audit in Finance Function Effectiveness	5	18th - 22nd
8	Goal Setting and Getting Things Done	2	18th-20th
9	Quality and Risk Assessment Management	2	19th - 20th
10	Collaborative Business Writing	2	20th - 21st
11	Attention Management Skills	2	20th - 21st
12	Emotional Intelligence for Effective People Management	2	21st -22nd
13	Operations Management for Optimal Growth	2	21st -22nd
14	Financial Management for Projects and Contracts	5	25th - 29th
15	Effective Supervisory Management Skills for Managers	2	25th - 26th
16	Understanding Local Content Implementation & Compliance	2	26th - 27th
17	Measuring results from Training	2	26th - 27th
18	Developing New Managers	2	27th - 28th
19	Strategic Procurement & Contract Management	2	28th - 29th
20	Bid and Tender Management Skills	2	28th - 29th

DECEMBER 2019

TRAINING SCHEDULE

	COURSES	DURATION	DATE
1	Managing Personal Finances	2	2nd - 3rd
2	Quality and Risk Assessment Management	2	2nd - 3rd
3	Accident Prevention, Investigation and Reporting	2	4th -5th
4	Operations Management for Optimal Growth	2	4th - 5th
5	Effective Supervisory Management Skills for Managers	2	5th - 6th
6	Understanding Local Content Implementation & Compliance	2	5th - 6th
7	Accounts Receivable Management	5	9th - 13th
8	Improving Self-Awareness	2	9th - 10th
9	Strategic Procurement & Contract Management	2	10th - 11th
10	Bid and Tender Management Skills	2	12th - 13th
11	Combating Risk and Fraud in Procurement	5	16th - 20th
12	Measuring results from Training	2	16th - 17th
13	Time Management	2	16th - 17th
14	Improving Self-Awareness	2	17th - 18th
15	Accounts Payable Management	3	18th - 20th
16	Negotiation Skills	2	18th - 19th
17	Pre-retirement Plan	4	18th - 20th
18	Developing New Managers	2	23rd - 24th
19	Entrepreneurship	2	19th -20th
20	Emotional Intelligence for Effective People Management	2	30th - 31st