

Ensuring achieving target thru day to day management

Middle manager's Role & Responsibility

★ The course will help develop ability of Team leaders in...

- ♦ Achieve responsible section's target while leading subordinates
- ♦ Ensure achieving target through day to day management activities
- ♦ Standardize works toward ensuring quality of work of all the subordinates
- ♦ Visualize key points for encouraging self-management of subordinates



Feature of WS

- ♦ Experienced Vietnamese Trainer will conduct the course with many practices
- ♦ The training result report contains test and practice result will be sent to participating company after the course

Overview of the course

Day 1) HCM: 09th Jan, HN: 23rd Jan, 2024

1. Company's expectation to Team Leaders

Lecture: Team leaders are evaluated by responsible section's result not by individual's result

Practice: Recognize company's expectation to team leaders

2. Role and Responsibility of Team Leaders

Lecture: Leaders to maintain, achieving and improving responsible section's target, deploying company policy while developing subordinates

Practice: Define role and responsibility of team leaders

3. Target and control items

Lecture: Ensuring achieving target by managing not only result but also the process for making results

Practice: Define target & control items

Day 2) HCM: 10th Jan, HN: 24th Jan, 2024

4. Daily management points

Lecture: Day to day management points and change points, first product management and others

Practice: Identify tasks to be improved when conducting day to day management

5. Job standard

Lecture: Standardize works toward ensuring quality of work of subordinates

Practice: Develop working standard

6. Visual Management

Lecture: Visualize control points and measurements toward encouraging self-management of all the subordinates

Practice: Visualize management

Practice: Develop action plan after workshop

Workshop information

Lecturer

Vietnamese professional (in Vietnamese)

Date & Time

Ho Chi Minh : 09th & 10th, January, 2024, AM 08:30 ~ PM 05:00

Ha Noi : 23rd & 24th, January, 2024, AM 08:30 ~ PM 05:00

Fee

Offline: 5,100,000VND/pax (include lunch, not include 8% VAT)

Online: 4,700,000VND/pax (not include 8% VAT)

Way of holding WS

Will be informed about 1 week before the WS date (Offline or Online)

Please contact us now!

International Management Training & Consulting

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