AZ TECH

An ISO 9001:2015 & ISO 29990:2010
Certified Company

The 5-day Mini-MBA: **Excelling** in your **Leadership & Business Skills**

Develop your Business Acumen

05 - 09 Aug 2019, Frankfurt
01 - 05 Dec 2019, Cairo
13 - 17 Jan 2020, London

14-FEB-19

ACS REGISTRARS Quality Assurance ISO 9001
ACS REGISTRARS ISO 29990
ilm Recognised Provider
Institute of Asset Management IAM CORPORATE MEMBER
IAM endorsed TRAINER
THE GLOBAL COMPACT United Nations Global Compact

The 5-day Mini-MBA: **Excelling** in your **Leadership & Business Skills**

Develop your Business Acumen

WHY CHOOSE THIS TRAINING COURSE?

The oil refining process is one of the most complex processes in today's industry, as it incorporates catalyst systems, complex reactor designs, sophisticated computer control hardware and software, and advanced safety and environmental controls.

A typical medium-size refinery has hundreds of pumps, heat exchangers and drums; dozens of furnaces, compressors, and high temperature/high pressure reactors; and thousands of control loops and associated computer control technologies. In order to optimize these complex systems and their interactions approach to single point or single system optimizing cannot work as effectively as we hope, as the refinery has to be considered as a system, rather than connection of its parts. Here is where the multi-method simulation comes to play an important part, as we can use Discrete Event, Agent Based and System Dynamics simulation to incorporate all the refinery systems into one and be able to have the outputs from the system, as well as its components, rather than just having an output from one of the components.

- Leadership and Management
- Strategy and Strategic Thinking
- Business Finance and Accounting
- International and Business Culture
- Human Resource Management

WHAT ARE THE GOALS?

By the end of this AZTech training course, the delegates will be able to:

- Differentiate between transformational & transactional management
- Apply the 5-forces model to current business strategy
- Formulate the business case for a clear vision & mission statement
- Explain in his/her own words the meaning of key financial terms
- List the five value dimensions

WHO IS THIS TRAINING COURSE FOR?

This AZTech training course is suitable to a wide range of professionals but will greatly benefit:

- Supervisors, middle managers , department heads, team leaders and senior managers
- Those moving into roles with more senior responsibilities within their organisations
- Those considering pursuing formal MBA study

HOW WILL THIS TRAINING COURSE BE PRESENTED?

Dynamic presentations support each of the topics together with interactive trainer lead sessions of discussion. There will also be numerous practical sessions where participants have the opportunity to participate and experience topics. Case studies, DVD's, small group work, exercises and feedback will be used to facilitate learning.

THE COURSE **CONTENT**

Day One: Leadership and Influence

- Theories of leadership & management
- Transformational & transactional management
- Leading with emotional intelligence (EI)
- Managerial and leadership styles
- Influence strategies

Day Two: Strategy, Strategic Planning & Strategic Thinking

- Understanding strategy
- Strategic planning
- Porter's Five-Forces
- Thinking strategically
- Vision & mission

Day Three: Finance for Non-Financial Managers and Leaders

- The accounting and finance system
- Key financial terms you must know as a manager
- The budgeting process
- Conflicting roles of budgets
- Peer groups & capital budgeting

Day Four: International and Business Culture

- Understanding globalisation
- Dimensions of culture
- Hofstede's five value dimensions
- Workplace and organisational culture
- Developing a global mindset

Day Five: Human Resource Management for Non-HR Professionals

- What is HRM?
- Strategic HR
- The HR Department
- The role of HR vs the role of the Manager
- Key issues in HRM
- Personal action planning

COURSE SCHEDULE:

05 - 09 Aug 2019, Frankfurt

01 - 05 Dec 2019, Cairo

13 - 17 Jan 2020, London

THE CERTIFICATE

AZTech Certificate of Completion for delegates who attend and complete the course.

The 5-day Mini-MBA: **Excelling** in your **Leadership & Business Skills**

Develop your Business Acumen

DATE	VENUE	FEES(USD)
05 - 09 Aug 2019	Frankfurt - Germany	$5,950
01 - 05 Dec 2019	Cairo - Egypt	$5,950
13 - 17 Jan 2020	London - UK	$5,950

REGISTER NOW

This fee is inclusive of Documentation, Lunch and Refreshments may be subjected to 5% VAT

Complete & send by fax/mail to address given below.
Please use **BLOCK CAPITALS.**

REGISTRATION DETAILS

FAMILY NAME:

FIRST NAME:

POSITION: COMPANY:

MAILING ADDRESS:

TELEPHONE: MOBILE:

FAX: EMAIL:

AUTHORISATION

AUTHORISED BY:

POSITION: EMAIL:

TELEPHONE: FAX:

POSTAL ADDRESS:

MODE OF PAYMENT

- ☐ PLEASE INVOICE MY COMPANY
- ☐ PLEASE INVOICE ME
- ☐ PLEASE FIND ENCLOSED A CHEQUE PAYABLE TO AZTECH
- ☐ ONLINE / CREDIT CARD

DOWNLOAD TRAINING PLAN 2019

Scan this code with your smart phone to download Training Plan 2019

Our training portfolio will provide you a number of seminars and courses to choose from depending on your organisational goals and personal development objectives.

HOTEL ACCOMMODATION

Hotel accommodation is not included in the Registration Fee. A reduced corporate rate and a limited number of rooms are available for attendees wishing to stay at the hotel venue. Please make your request for accommodation at least 3 weeks prior to the commencement of the course.

EVENT DISCLAIMER

We reserve the right to cancel or postpone a seminar or related event, change venue, substitution of the Instructor and alter the course content at our sole discretion. If this occurs, our responsibility is limited to a refund of any registration fee(s) already paid. We are not responsible for airline tickets, hotels costs, other tickets or payments, or any similar fee penalties or related or unrelated losses, costs and/or expenses registrant may incur or have incurred as a result of any trip cancellations or changes.

CANCELLATION & SUBSTITUTION

You must notify the Registrar of cancellations at least 2 weeks before a scheduled seminar in order to be eligible for a credit. If you cannot attend, you may send a replacement from your organisation at no charge. There is a $250 handling charge for all cancellations or rescheduling. We reserve the right to cancel a seminar due to low enrollment. All registrants will be notified in advance and a full refund will be provided upon request.

CERTIFICATION

AZTech Certificate of Completion for delegates who attend and complete the training course

4 WAYS TO REGISTER

Toll Free: **800-AZTECH**
Telephone: **+971 4 427 5400**
Fax Number: **+971 4 427 5401**
Email Address: **info@aztechtraining.com**
Visit our website: **www.aztechtraining.com**