

Academy of Certified Human Resource Professionals Ltd.

Regus Suites, 17th Floor, JKUAT Towers, Kenyatta Avenue,

P. O. Box 18582 - 00100, Nairobi, Kenya.

2 +254 700 722 522 | **3** +254 722 300 245.

NITA: NITA/TRN/1234

Developing Effective Workforce & Team Building Training

| Date | Time | Duration | Venue | CPD | Cost (Excl. VAT)PP |
|---------------------|-------------------|----------|-----------------------|-----|--------------------|
| 3rd - 8th Nov, 2025 | 08:30 AM-11:30 AM | 6 Day(s) | Bliss Resort, Mombasa | 6 | 60,000.00 |

Course Overview

IHRM: C00259

Building effective teams is essential for achieving organizational success and fostering a collaborative work environment. This course equips participants with the strategies and tools needed to enhance team cohesion, improve communication, and resolve conflicts within diverse teams. By focusing on leadership, trust-building, and dynamic engagement, attendees will learn how to unlock their team's potential and create a high-performing workforce. Practical exercises and real-world applications will ensure participants leave with actionable insights to drive impactful team outcomes.

Course Objectives

By the end of this program, participants will be able to;

- Understand the fundamentals of team building and workforce dynamics.
- Develop strategies to enhance communication and collaboration in teams.
- Resolve conflicts constructively to strengthen interpersonal relationships.
- Foster a culture of trust, inclusivity, and shared accountability.
- Design and implement activities to boost morale and productivity.

Target Groups

This training is suitable to a wide range of professionals but will greatly benefit;

- Team Leaders & Supervisors
- HR Professionals
- Organizational Executives
- Managers Overseeing Workforce Development

Dentallethile

CHRP. Den PN Gathitu Secretary General Academy of Certified Human Resource Professionals



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admin@achrp.org | https://achrp.org

IHRM: C00259 NITA: NITA/TRN/1234

| DATE: 05:11:2025 | | PROFORMA INVOICE | | | | | | | |
|--|--|------------------|--|---------------|-----------|--|-------------|--|--|
| Invoice To: | | | | | | | | | |
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| QTY | DESCRIPTION | | | NET (KES) | VAT (KES) | | GROSS (KES) | | |
| 1 | Developing Effective Workforce & Team Building training | | | 60,000.00 | 9,600.00 | | 69,600.00 | | |
| | | | | | | | | | |
| GROSS: Sixty Nine Thousand Six Hundred | | | | | | | 69,600.00 | | |
| ***PAYMENT DETAILS*** | | | | | | | | | |
| Pay Bill No: 247247 | | | | | | | | | |
| Bank Name: Equity Bank Account Name: Academy of Certified Human Resource Professionals Ltd Account Number: 1 2 9 0 2 7 1 2 4 5 7 5 3 | | | | | | | | | |
| NOMINEE DETAILS | | | | | | | | | |
| We wish to Nominate our employee(s) listed below to attend the above training: | | | | | | | | | |
| # | NAME | | | EMAIL ADDRESS | | | TELEPHONE | | |
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| NOMINATION AUTHORIZATION & FUNDING CONFIRMATION | | | | | | | | | |
| I, the undersigned, authorize this nomination and confirm that funds are available for this training. | | | | | | | | | |
| Name of Authorizer: | | | | | | | | | |
| Position: | | | | | | | | | |
| Mobile Phone No.: Email Address: | | | | | | | | | |
| | | | | | | | | | |
| Organization KRA PIN: Signature: | | | | | | | | | |
| Date: | | | | | | | | | |
| Email this document to <u>admin@achrp.org</u> | | | | | | | | | |
| NB: No credit facilities. Full payment is required before participation. | | | | | | | | | |