



Management Toolbox Program

ASC Training & Development offers the next in the series of our successful short **Management Toolbox** programs.

Value at \$143 (inc GST)/3 hour session

(Discounts apply for groups/or persons attending 2 or more programs)

30 June **Understanding Project Management**

- A three hour, interactive seminar
- Understand and practice the critical elements of project management
- Presented by Rob Weedon, a leading facilitator in PM

30 June **Debt Collection – You’ll Go Broke Without It**

- Understand why without a constant ‘cash flow’ your business is destined to fail
- Understand why credit control measures won’t ‘kill’ your business - bad sales will!
- Why do we need debt collection in our business?
- Sales people don’t like credit people – so can they both work together?
- What training and tools do your staff need to ensure a constant cash flow
- Learn how pro-active action will improve your cash flow.

15 July **What’s Changed in OH&S for Responsible Officers?**

- Learn what’s new in OHS&W for Responsible Officers
- Understand the latest changes to legislation and its impact on your company
- Moving from reactive to proactive

29 July **Handling Aggression at work**

- A leading authority on aggression and workplace violence, Andrew Paterson delivers a high powered, informative and thoroughly engaging presentation that covers the spectrum of aggression at work, from abusive customers through to coping with armed robbery. Not to be missed!

Commencing Soon!!

July 14
Cert IV in Project Management

July 20
Cert II in Business

July 23
Diploma of Management

July 30
Cert IV in OHS

- Discounts apply

**To register or for more information, contact us on
(ph) 83579222 or enquiries@asctraining.com.au**

Accredited providers of nationally recognised training in:

- Management
- OHS
- Project Management
- Training & Assessment
- Business and Business Administration
- Government
- Injury Management and Return to Work
- First Aid

Flexible learning options:

- Face to face
- Online
- Distance
- Blended

We guarantee:

- Customised Learning
- Exceptional support services
- Acclaimed and experienced industry facilitators
- Value for your investment



Approved
training
provider

For all program costs: Visit our webpage at www.asctraining.com.au

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