

EFFECTIVE SUPERVISORY SKILLS

10th - 11th March 2025

24th - 25th June 2025

Kuala Lumpur (In Person) / Online Training

Major Benefits of Attending

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

- **DEFINE** the main responsibilities and functions of supervisors
- **DEMONSTRATE** clear and concise communication skills for conveying expectations, instructions, and feedback to team members
- **LEARN** and **APPLY** motivational techniques to encourage team members, boost morale, and foster a positive work environment
- **LEARN** how to delegate effectively, **EMPOWER** team members, and **ENCOURAGE** them to take initiative promoting a sense of ownership
- **DELIVER** constructive feedback that supports growth and improvement

Course Methodology

Client has the option to choose to participate either below method.

Online Training : *This course will be conducted via Zoom.*

Kuala Lumpur Hotel: *This course will be conducted at the hotel with the trainer on site. Participants will need to bring their own laptop. Lunch/Dinner and 2 networking breaks will also be provided.*

In conjunction with the Fasting Month of Ramadhan, all our Muslim Delegates would be given Complimentary Dinner Buffet Vouchers to remunerate the usual Lunch Buffet. Each fasting delegate will receive One (1) Voucher per Training Day. These vouchers are redeemable for dine-in in HOTEL VENUE, valid only during the month of Ramadhan.

Who Should Attend?

This program is ideal for:

1. New Supervisors and Team Leaders:
Those new to a supervisory role who want to establish a strong foundation in leadership and team management
2. Experienced Supervisors Seeking to Enhance Skills:
Supervisors looking to refine their communication, motivation, and delegation skills to lead more effectively
3. Managers Preparing Future Leaders:
Managers aiming to equip potential supervisors with the essential tools and techniques for effective team management
4. HR Professionals Involved in Team Development:
Human resource professionals responsible for training and development who want to better understand supervisory dynamics

This program is valuable for anyone in a supervisory position who seeks to build a more engaged, motivated, and high-performing team

Why You Should Attend

Human resource has been proven to be the greatest and most valuable assets to any organizations.

Supervising these delicate assets in the 21st century has never been more challenging.

Supervisors are normally the largest group by comparison that is given the mandate to supervise and provide leadership to administer and control these resources to ensure that objectives and goals of the organizations are achieved as planned.

Before the supervisors could execute their task effectively and efficiently they need to understand what are the required tools and their functional roles.

Organized by:



FDB EVENTS PTE LTD (SINGAPORE)
FDB SYNERGY SDN BHD (MALAYSIA)

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