

TRAINING SCHEDULES FOR 2023



Workplace Productivity Training Courses

Productivity is the most sought-after strength that employers want to see in their employees. Regardless of industry, productivity training provides the building blocks for a more efficient workforce. In today's rapid-paced, highly competitive corporate & business world, no organisation can simply not afford workers who are not producing to their highest capacity.

When your employees learn and practice the tools, techniques and working processes fundamental to high productivity, they can improve your organisation's best practices as well as add to your profit margin.

Our Workplace Productivity courses will help your workforce cultivate productive habits and become more efficient at work. They will learn how to contribute to increasing revenues and achieving business goals by being productive. Our experts will teach participants specific productivity skills, strategies and techniques, which in turn will save the organisation valuable time, money and hassle.

List of Courses

- Administrative Assistance Skills
- Business Communication Skills
- Business, Brand and Office Management
- Business Writing Skills Development & Contracts
- Client Service Relations
- Critical Thinking
- Mastering Microsoft Office Packages
- Monitoring & Evaluation
- Organisation, Delegation & Project Management
- Time and Task Management
- The Art of Public Speaking
- Understanding Operational Models



Course Duration:

All our workplace training courses are 2-days in-person programmes.

Mar 14th-17th, 28th-31st | Apr 18-21st | May 9th-12th | Jun 6th-9th | Jul 5th-6th Aug 28th-31st Sep 19th-22nd | Oct 30th-31st | Nov 21st-24th

Location: Abuja, Lagos (Nigeria)

Leadership Training Courses



Great leaders are a magnet for top talent and create the culture of performance any organization needs to accelerate results.

In a modern leadership and management environment, leadership is considered a human factor in management that acts as the glue to the workforce and motivates them towards goals. It triggers the power of motivation in people to live the values and seek objectives.

This training course will teach participants the skills they need to become effective and well-rounded leaders. It is guaranteed to identify and hone the expertise that is vital to becoming an effective leader. Our leadership training courses target the specific challenges faced at each level of leadership — whether the participants are just starting out, leading from the middle, or running a global organization.



C-Suite Executives

(Top-level executives leading the entire organization)

- Business Leadership
- Executive Leadership Development
- Leadership & Executive Management
- Leading for Change (Change Management)
- Leading Strategy



Senior Leaders

(Leading a function, department, business unit, division, or region)

- Communication and Negotiation
- Building and Leading Effective Teams
- Corporate culture, leadership and governance using the Kaplan & Norton Balanced Scorecard Approach
- Leading for Organizational Impact



Mid Levels

(Leading a team and reporting to senior leaders)

- Decision-Making for Leaders
- Essential Leadership Skills
- Leader Development
- Leadership and Coaching/Management Styles
- Managing Capacity Needs Assessment
- Managing Performance



Frontline Leaders

(Managing one or more direct reports)

- Leadership & Emotional Intelligence
- Leading People
- Maximizing Leadership Potential
- Women In Leadership
- Effective Communication



Course

Duration:

All our Leadership training courses are 3-day in-person programmes.

May 23rd-25th | Jun 13th-15th | Jul 12th-14th | Aug 22nd-24th | Sep 13th-15th | Oct 25th-27th | Nov 8th-10th, 28th-30th | Dec 12th-14th



Location:

Kigali - Rwanda | Accra - Ghana | Cape Town - South Africa | Dubai - UAE | Lagos - Nig.

Professional Training Courses

Our Professional training courses are tailored to provide opportunities for organisations' workforce to refine their skills, learn new capabilities, and expand their networks. It provides the opportunity for participants to apply their newly learned skills and processes immediately, appropriating them as needed for the demands of their various roles.

List of Courses

- ICT, Cyber security, data science and blockchain
- Business Management - HR
- Finance and Asset Management
- Auditing
- Accounting And Finance/Innovative Financing
- Trade And Exchange
- Risk Management
- Impact Measurement & Management
- The Art of Negotiation
- Organizational Portfolio Management
- Effective Stakeholder Engagement and Management
- Dispute Resolution



Course

Duration:

All our Professional training courses are 5-day in-person programmes.
Jun 19th-23rd | Jul 24th-28th | Aug 8th-12th | Oct 10th-14th | Dec 5th-9th



Location:

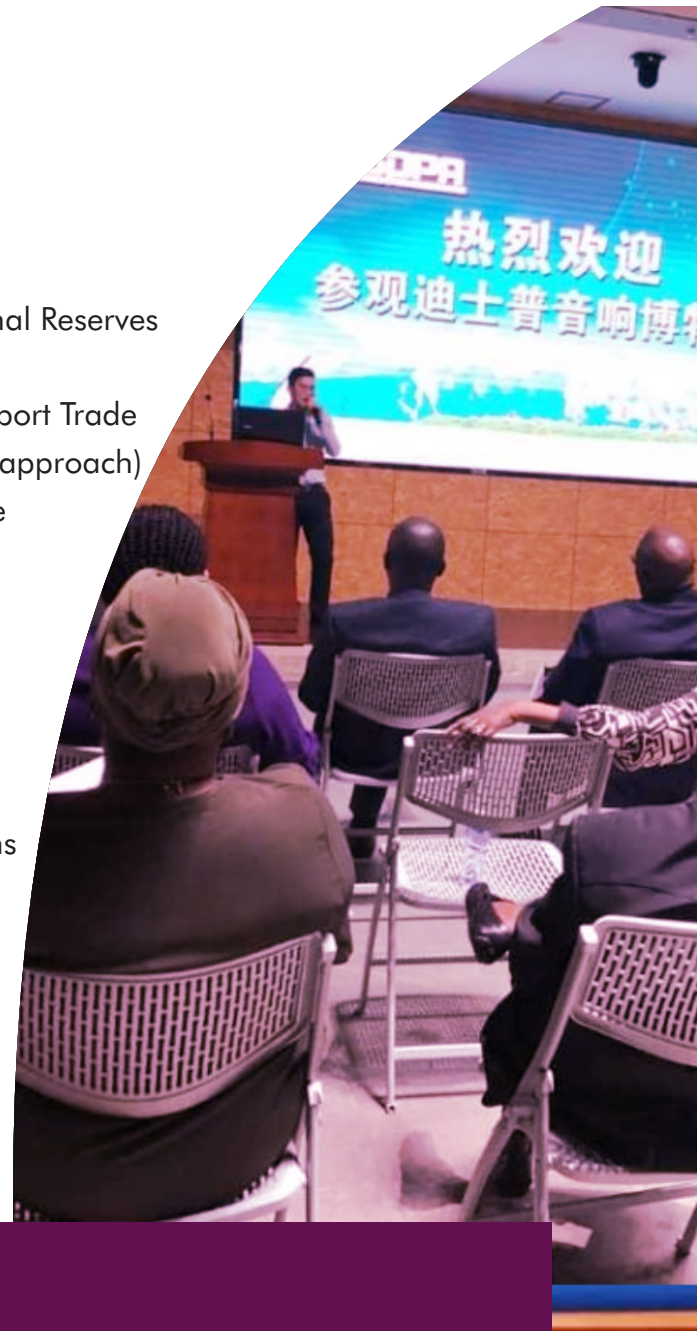
Dubai - UAE | Port Louis - Mauritius | London - UK | Amsterdam - Netherlands | Istanbul - Turkey

Customised Trainings

Any of our training programmes can be customised for an organisation to align with specific organisational needs with a guaranteed minimum of 20 participants in any predetermined location of choice. We are also flexible to run a customised programme that is pre-determined by any specific organisation for their members of staff. Some of such training conduct are as enumerated below:

List of Courses

- Import Operations Strategy in Post-Pandemic Era.
- Export Control In Post Pandemic Era
- Foreign Exchange Derivatives
- Technology & Regulations in Import Value Chain
- Customer Service Training & Orientation
- Management of Trade Data using Microsoft Excel
- Export Proceeds Repatriation and its Impact on National Reserves
- Technology as a Tool in Import Value Chain
- Fundamentals of International Trade In Relation to Import Trade
- Managing Import & Export Operations (A conceptual approach)
- Driving Performance and Service Delivery Through the Adaptation of Organizational
- Culture
- Compliant Export Documentation: The Imperative for Effective Export Proceeds Monitoring
- Fundamentals of International Trade In Relation to Import Trade
- Strategic Management in Free Trade Zones Operations



Course Duration:

All our Professional training courses are 5-day in-person programmes.

Location:

Dubai - UAE | Port Louis - Mauritius | London - UK | Amsterdam - Netherlands | Istanbul - Turkey



Mission & Vision

Our mission is to work together with our clients to build capabilities, provide a comprehensive range of effective management solutions and service to private and public establishments.

Credo is the preferred partner for economic value creation, building capabilities and gaining competence advantage for governments and leading business.

Our Core Values

Quality | Precision | Integrity | Professionalism | Client Interests

Contact Us:

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