

Managing People & Performance



**GMAPS Education & Training
Services Pte Ltd**

www.gmaritime.com

Duration:

2 days (0900hrs - 1700hrs daily)
Max class size 10 participants

Program Fee:

SGD\$ 1,000.00 (excluding 7% GST)
includes certificate of participation and
all course materials.

In modern business, people-based management is as important as ever.



Most people want to succeed and perform in all aspects of their role. The key to managing people is to recognise factors contributing to their performance - both personal factors and organisational ones. This course provides a holistic view of low performance in the workplace, including how to approach underachievers, and how to learn as an organisation from low performance teams or individuals.

Managing People & Performance is a customised training course that will give participants a full grounding in all aspects of managing people and managing the performance of their Team Members.

Each Managing People and Performance training course is designed to meet your specific training needs and is pitched at the right level for your group.



COURSE OUTLINE

- Understand the need for effective performance standards
- Distinguish between behavioural and results-focused objectives
- Develop and use a performance management process incorporating performance reviews
- Use effective techniques for gaining agreement on performance improvement options
- Understand the need for follow-up on performance improvement strategies
- Demonstrate performance management skills in a range of situations

PROGRAM FACULTY

Dr Vinh Thai is currently Assistant Professor at the Division of Infrastructure Systems and Maritime Studies at Nanyang Technological University. He has worked at the Australian Maritime College in Australia, P&O Nedlloyd Vietnam, and the Vietnam International Container Terminal (VICT). Dr Thai has been developing and teaching subjects such as Importing and Exporting, Quality Systems and Customer Service, Logistics, Supply Chain Management, Shipping Strategy, and Maritime Economics.

Dr Thai holds a PhD degree in Maritime and Logistics Management from the Australian Maritime College – University of Tasmania in Australia, a MSc degree in Port Management from the World Maritime University in Sweden, and a BSc degree in Transport Economics from Vietnam Maritime University.

GMAPS Education and Training Services Pte Ltd (GETS), is a subsidiary of Global Maritime and Port Services Pte Ltd (GMAPS). GETS have progressively over the years developed and conducted several customised courses for the maritime and port industry. Some of our clients have been Jurong Port, Asean Ports Association and the Department of Seaports & Customs, Government of Sharjah, United Arab Emirates. GETS has had education and training collaboration with the Nanyang Technological University of Singapore (NTU) and overseas training providers such as Barter International Maritime Studies (BIMS), Thailand and Uniteam Marine Ltd, Myanmar.



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PROGRAM DETAILS:

DATES:

T.B.A.*

* To Be Announced (upon confirmation).

COURSE DURATION:

2 Days (0900hrs - 1700hrs daily)

Minimum Class Size - 5

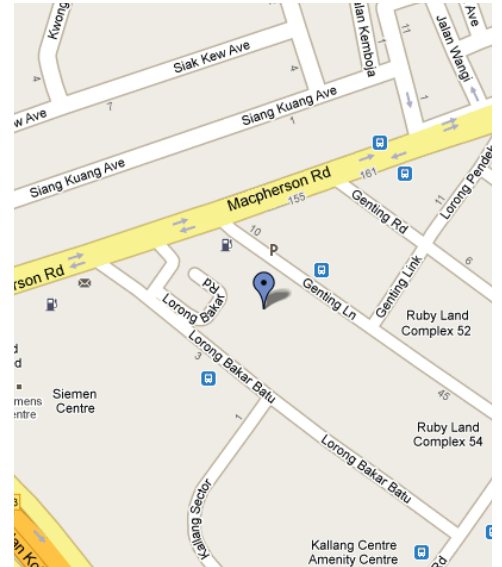
Maximum Class Size - 10

Course duration is inclusive of two 30 minute tea-break and one 1 hour lunch break.

COURSE FEE:

SGD\$ 1,000.00 (excluding 7% GST)

Course fee includes two tea-breaks per full training day.



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REGISTRATION PROCESS

4 Easy ways to Register.



MAIL:

GMAPS Education and Training Services Pte Ltd
28 Genting Lane, #08-06, Platinum 28,
Singapore 349585



PHONE: (65) 6748 8536



FAX: (65) 6748 8212



EMAIL: gets-registration@gmaritime.com

PAYMENT PROCESS:

Payment must be received 10 business days prior to the program date.

- Cheque**
made payable to "GMAPS Education and Training Services Pte. Ltd."
- Bank Transfer***
Account name: GMAPS Education and Training Services Pte. Ltd.
Account Number: 0-745072-003 (SGD)
Bank Swift Code: CITISGSGGCB
Bank Code: 7214/011
*Please email GETS a copy of the bank transfer advice and quote full name of participant(s).

REGISTRATION SLIP:

Please make copies for additional participants.

YES, I will be attending Managing People & Performance course.

Surname: _____ **Given Name:** _____

Designation: _____

Department: _____

Company Name: _____

Address: _____

Contact No.: _____ **Email:** _____

TERMS AND CONDITIONS:

GMAPS Training and Education Services Pte Ltd reserves the right to cancel the course at its discretion. Should cancellations be initiated by GETS, a full refund of the course fee is applicable. For cancellations on the part of the participant or his company, refunds will only be made upon written request and only should the cancellation be 7 days before course commencement. Refund amounts will be 50% of the course fee if done 7 working days prior to course commencement. Full refunds only apply when cancellation is done 14 working days prior to course commencement. Course content, course date, location and trainers are subject to change. All participants will be notified of any such changes.