

Soft Skills for HSE Professionals:

Tools for Succeeding in Job



OSALP 2009 Open Enrolment Course



While “technical abilities” are ranked first as a single classification for HSE professionals, the combination of verbal and written abilities, organizational skills, and interpersonal skills, in other words those abilities that are typically thought of as “soft skills,” accounted for 41% of the areas that need improvement and are the reason for success of the HSE professionals. This course is a world class course targeting the same improvement required in HSE professionals

OSALP International professional training courses combine the latest tools, techniques, market research, case studies and dynamic ways of thinking, delivered by experienced trainers to ensure the skills and knowledge acquired are directly applicable to your organization.

- ◆ **Research** Latest concepts, tools, techniques, tried and tested methods
- ◆ **Trainers** Highest standard of dynamic trainers with cross-industry experience
- ◆ **Applicability** Training relevant to your needs and your workplace
- ◆ **Interactive** Just the right number of participants with group exercises, role-plays and feedback
- ◆ **Action** Planning, implementation and follow-up
- ◆ **Documentation** Comprehensive supporting notes and further reading material

Soft Skills for HSE Professionals:

Tools for Succeeding in job: 2 days course

Increasingly, companies are improving the productivity of individuals of HSE staff, increasing the project success rates for the technical team, and improving the bottom line of their companies by paying attention to the soft skills of their HSE staff. While many believe that they **MUST** invest in continuing to develop the technical skills of their teams, the **REAL ROI** comes from leveraging those technical skills with upgrades to soft skills such as communication, emotional intelligence, teamwork, and leadership.

The Course

- ◆ Verbal and written communication abilities
- ◆ Organizational skills
- ◆ Interpersonal skills
- ◆ Team spirit
- ◆ Social grace
- ◆ Business etiquette
- ◆ Negotiation skills
- ◆ Behavioral traits such as attitude, motivation and time management



What will you Learn?

The course would enable the participants to:

- ◆ Project a presence that attracts the right kind of attention
- ◆ Develop "active listening" skills to really tune in to coworkers and cultivate productive relationships
- ◆ Be assertive without being intimidating
- ◆ Overcome "automatic resistance" to new ideas and get your proposals approved
- ◆ Build a team approach to motivate others and facilitate change
- ◆ Uncover the root causes of conflict and achieve resolution
- ◆ Deal with company politics
- ◆ Sell your ideas to the group
- ◆ Realize how others perceive you and improve communication to get the response you want
- ◆ Create a climate for action: give constructive criticism and positive reinforcement

Fantastic material! Can't wait to apply it tomorrow

Who Should Attend

- ◆ All HSE professionals
- ◆ HSE Teams and part time HSE roles

Registration

Please contact **Sara Kalsoom**,
Facilitator Corporate Services with participants' details:

- ◆ Email: sara@osalp.com.pk
- ◆ Phone: 042-660 1495, 042-6610391 -5
- ◆ Mobile: 0300-5500690
- ◆ Fax: 042-6610396

Dates 2009

- ◆ 5-6th Mar Thu-Fri Lahore

Course Fee

- ◆ **Course fee = Rupees 19,000/Person**
- ◆ Course fee is inclusive of training booklets, lunches, teas, home assignments and training certificates
- ◆ We offer group package rates for more than 2 participants from the same organization

This Training In your Company

If you have a number of delegates with similar training needs, OSALP International also offers cost-effective in-house or on-site training solutions. The course can be tailor-made to suit your specific needs.