

11 * 11 UPSKILLING EVENT

GROUP TRAINING

UPSKILLING AID (A)*

▶ **28** specially curated non-funded courses

▶ Register **11** OR MORE 

▶▶ Choose any date(s) from Dec'20 to Feb'21

PROMOTIONAL RATES + **COMPLIMENTARY LUNCH & REFRESHMENTS ON US****

📞 Contact us at trg@snef.org.sg to find out more!

* Terms and conditions apply

** Webinars will not have any complimentary F&B

PUBLIC RUNS

UPSKILLING AID (B)*

↪ **11% - 18% OFF**

+ **COMPLIMENTARY LUNCH & REFRESHMENTS ON US****

for **28** specially curated non-funded courses!

* Terms and conditions apply

** Webinars will not have any complimentary F&B

⤷ **LIMITED TIME OFFER!**

⤸ **LIMITED SEATS!**

PROMOTIONAL NON-FUNDED COURSES FOR GROUP TRAINING & PUBLIC RUNS*

11% DISCOUNTED + COMPLIMENTARY F&B**

#	Course Title	Participating Run(s)	Course Info	#	Course Title	Participating Run(s)	Course Info
1	Conducting Effective Exit Interview	21 Jan	LINK	13	Handling Difficult Customers Professionally	18-19 Jan	LINK
2	Design Thinking for Problem Solving and Strategic Innovation	16 Dec, 13 Jan	LINK	14	How to Write Minutes of Meetings	9 Feb	LINK
3	Develop Impactful Presentation (Online)	21 Jan	LINK	15	Interpersonal Communication Skills (Online)	23 Feb	LINK
4	Effective Business Writing for Admin & Support Staff	15-16 Dec, 2-3 Feb	LINK	16	Keys to Instant Rapport (Online)	11 Dec	LINK
5	Effective Business Writing for Managers	9-10 Feb	LINK	17	Leadership with Mentoring	21-22 Jan	LINK
6	Effective Negotiation Skills in Procurement and Supply - Securing Value for Money	8 Jan	LINK	18	Negotiating for Success (Online)	2-3 Dec, 21-22 Jan	LINK
7	Effective Orientation - First Step in Retention of Talent	14 Jan	LINK	19	Professional Selling Techniques	17-18 Dec	LINK
8	Effective Sales Negotiation	2 Feb	LINK	20	Using Emotional Intelligence for Managing Oneself and Others	30 Nov - 1 Dec	LINK
9	Effective Supply Chain Management	18 Dec	LINK	21	Winning Presentation for Business (Online)	10 Feb	LINK
10	Effective Time Management in the Workplace	18 Jan	LINK	22	Working with Chemical/Hazardous Substances	12 Jan	LINK
11	Emerging Role of HR as Business Partner (Online)	24-25 Feb	LINK	23	Write Right Grammatically	5 Jan	LINK
12	Handling Difficult and Challenging People at the Workplace	24 Feb	LINK	24	Writing Effective E-mails	21 Jan, 24 Feb	LINK



HOW TO PARTICIPATE???



1. Download Registration Form found [HERE](#)



2. Complete Registration Form



3. Forward completed Registration Form to trg@snef.org.sg and indicate Event Promo as email subject title



4. Programme Manager will confirm if application is successful

18% DISCOUNTED + COMPLIMENTARY F&B**

#	Course Title	Participating Run(s)	Course Info	#	Course Title	Participating Run(s)	Course Info
1	Employment Act and Child Development Co-Savings Act	3-4 Dec	LINK	3	Managing Your Foreign Work Force Effectively (Work Permit Holders)	8 Dec	LINK
2	Managing Performance during Covid-19: Policies, Practices, Challenges and Opportunities (Online)	11 Dec	LINK	4	Understanding the CPF Act (for Employers)	25 Jan	LINK



Contacts

Training Hotline

6827 6927 / 6827 6928

Training Email

trg@snef.org.sg

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* Terms & conditions can be found on next page

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TERMS & CONDITIONS

1. Group Training

1.1 To avail promotional rates for private group training with provision of lunch and refreshments for the mentioned **non-funded courses**, completed registration form must be forwarded to trg@snef.org.sg during the promotional period of **1st to 30th November 2020** and observe the following guidelines.

No. of Trainees Registered	Max Separate Runs	Dates of Course Runs
11 - 12	1	December 2020 – February 2021 (No extension beyond February 2021)
13 - 24	2	
25 - 36	3	
37 - 48	4	
49 - 60	5	
61 - 72	6	
73 - 84	7	
85 - 96	8	
97 - 108	9	
109 - 120	10	

2. Public Runs

2.1 Participating course runs for these promotional courses are only limited to dates scheduled from **1st December 2020 to 28th February 2021**.

2.2 SNEF reserves the right to cancel any of the course runs scheduled from 1st December 2020 to 28th February 2021 for these promotional courses **without any extension beyond 28th February 2021** if we didn't receive sufficient response prior to course commencement.

2.3 Registrations received for these promotional courses **before 1st November 2020** will automatically be allocated the applicable discounts as part of our goodwill.

2.4 Registered trainees who are unable to participate, may opt to **transfer** their seat to another person but no further extension will be granted. **Kindly liaise with the programme manager on the changes required.**

2.5 **Limited seats** are available and allocated on a **first-come-first-serve basis**. Register early to avoid disappointment.

2.6 In the event all of the runs are **fully subscribed** for a particular course, subsequent registrations received will be placed in the **waiting list**.

2.7 Applicants for our promotional courses are strictly **not** to tap on any other forms of promotions, funding support and payout(s) concurrently.