



CAMFEBA

# INTERNATIONAL TRAINING PROGRAM

PEAK

PERFORMANCE

THROUGH

EFFECTIVE

TRAINING

NEEDS ANALYSIS

(TNA)



## COURSE OBJECTIVE

At the end of this training program, all participants will be able to:

- **CREATE** strategies to meet organizational and departmental needs
- **ENABLE** the participants to identify the individual training needs and subsequently structure the essential training program
- **USE** of the TNA as an overall management tool

## Training Schedule

February 22-23,  
2018

8:30 am – 5:00 pm



Venue: Hotel (TBC)

Language: English

**Deadline**

**02 February 2018**

## TARGET AUDIENCE

This training program is specially designed for Trainers, Managers, Executives and anyone who make decisions about training and involved in analyzing, designing and implementing organizational development plan.

## TRAINING FEE

- Direct Member: **USD 300 Nett/person**
- Member of GMAC, MBCC, CMA, IBC, ACRA, BBAC, EuroCham, AMCHAM, MAC: **USD 320 Nett/person**  
Non-Member: **USD 340 Nett/person**
- Fee is inclusive of lunch and learning materials. Certificate of completion provided.



## TRAINER PROFILE

### Mr. Sri Vahlsan

Mr. Sri Vahlsan has more than 10 years of experience in the area of People Relations. Backed with years of working experience in the Hospitality and Education Industry has given him sound knowledge in Employee Relations especially in Customer Service, Interpersonal & Communication Skills, Employee Skills Development, Motivation, Product Knowledge Development and Competency/Behavioral Based Recruitment & Selection and other HR based Competency series.

His approach has always been the 'Easy Learning' method, where he focus on Team Learning methodology which is Friendly, Spontaneous and Lively. His experience in the Hospitality and Education Industries which he frequently shares with his participants has made learning much easier receiving commendations from most of his participants for his Training approach and good Interpersonal Relations.

He has also assisted organizations in carrying out their Training Needs Analysis while looking at specific approaches. He is a Licensed Practitioner of NLPTM (certified by The Society Of NLP, Certified Trainer in Management Training Program issued by (NICC) Japanese Business Federation and a Certified Trainer issued by Pembangunan Sumber Manusia Berhad(PSMB)

Academically he holds a Master In Management (specializing in Human Resource) Open University Malaysia (OUM) and Bachelor's Degree in Hospitality Management from Bournemouth University in UK.

## COURSE CONTENT

### 1. An overview of Training and TNA

- The purpose, definition & objectives

### 2. The Approaches to Conducting TNA

- The methodologies and process
- The stakeholders for successful TNA

### 3. The Collection of Feedback

- The techniques and design checklist
- Designing your questionnaire

### 4. Setting and Identifying Training Needs

- Conducting Job Analysis
- Using graph to present your findings and identifying GAPs

### 5. Presentation of Training Plan

- Selecting and prioritizing training programs
- Preparing your Training Calendar
- The layout of company annual training directory
- Writing an overall TNA report

**Please  
contact**

**For further information and registration**

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 **www.camfeba.com**