

LEADERSHIP TRANSFORMATION SERIES:

Winning Tools for Leaders

Building Empowered
Supervisory Team

CUSTOMER SERVICE PROGRAMS:

The Service Image

Service from the Heart

HIGH PERFORMANCE CULTURE PROGRAMS:

Building Self-Confidence

Success Begins With Me

Developing Winning Attitude

My Job My Pride

BUSINESS SKILLS/OTHERS PROGRAMS:

Winning Tools for Effective
Communication

Managing Expectation,
Tasks, and Time

7 Innovation Tools

Problem Solving and Decision
Making

Young Executive
Development Program

Harnessing Excellent Individuals
(Teambuilding)



MY JOB MY PRIDE

INSPIRE YOUR EMPLOYEES TO GIVE THEIR BEST AT WORK!

INTRODUCTION

We are proud to introduce you to our Career Enhancement program titled ‘My Job – My Pride’ which aims to appeal to the heart and soul of the employee to take ownership of his job and career. ‘My Job My Pride’ facilitates a change in the employee mindset to inspire him to honor his work, not just as a contract to be fulfilled, but also as a channel to add value to his own personal development. In ‘My Job My Pride’, employees learn how to apply techniques to put ‘life, soul, and passion’ in their work so as to become more engaged and to give the best to add value to themselves.

TARGET GROUP

A. NON-EXECUTIVES B. SUPPORT GROUP

My Job My Pride has been designed for the non-executives in mind, which includes the general worker, clerical level staff, as well as lower executive levels who may also benefit from the training.

OBJECTIVES

At the end of the session, participants will be able to achieve the following objectives

- To understand, be aware, and internalize the fact that the job of the employee is actually a contract that he/she has entered with the organization and therefore he/she is to give his/her best to honor the contract.
- To feel satisfied and honored in discharging the duties
- To take pride in employee contribution to the ‘customer’ regardless of employee job position in the organization.
- To identify the level of passion towards the employee’s current job and to apply specific tools in enhancing the passion towards the job.
- To understand the major responsibilities of the employee’s job and to polish the skills in making sure that the employee will take charge of his/her job wisely, and with confidence, sincerity, and integrity.
- To satisfy customers’ expectations by adding significant ‘new value’ to their current jobs.

MODULES

- 1
- Treat My Job as My Contract
- 2
- Creating Passion in my Job
- 3
- Take charge of my Job With Wisdom
- 4
- Add New Value to My Job



OUTCOMES

- 1
- Compliance & Discipline
Sincerity and Integrity
- 2
- Focus & Enjoy
Committed and Execution
- 3
- Ownership
Proactive & Accountable
- 4
- Raising the Bar
Development & Growth

DOCUMENTATION

A combination of the following documents and folders will be given to program participants to engage them in their learning. Using these documents helps participants retain knowledge and apply the techniques learnt.

1. PROGRAM FOLDER & NOTES
- Notes on tools & techniques
 - Guide to tools & techniques
2. CERTIFICATE
- Program certificate
3. PROGRAM JOURNAL
- Record personal notes on the individual journey of change and progress
4. TOOLCARD
- Handy card on techniques & tools
 - Brief outline for easy recall
5. TOOLBOX
- Handy booklet on notes
 - A simple guide to the tools & techniques

