

Invest in your people

- Improve staff retention and performance
- Advance management capabilities
- Improve business performance & productivity
- Develop or review business strategy (vision, goals, values and culture)

Maintain a competitive edge

Build better leadership & management

Plan and organise workloads

Invest in your people

Encourage innovation & embrace new ideas

Create a productive workplace culture

Karoro Business Training & HR Services

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Karoro Business Training & HR Services

Improve your business productivity by investing in the people in your organisation



Do you want to improve the productivity of your business?

How we deliver:

Training workshops:

After analyzing your business needs we can organise practical training workshops to help develop the skills of your staff.

Custom made programmes can be developed in consultation with our training coordinator.

Sample Workshop Topics:

- People Management & Leadership
- Planning Techniques
- Communication Skills
- Customer Service
- Commercial Driver Training
- Computer Based Training

Human Resource Services:

Recruitment and Selection:

- Job Analysis and Design
- Job Descriptions
- Recruitment & Selection
- Reference Checking

Performance Management:

- Performance Appraisals
- Addressing Poor Performance
- Coaching & Mentoring

HR System Support:

- Plan & Policy Design
- Systems Advice
- Develop or Review Business Strategy (vision, goals, values and culture)

Workplace Literacy Programme:

Literacy Skills are among the most important skills needed for a person to be successful in their work. Workplace literacy is a continuum of skills that are vital to effective performance. Literacy includes the ability to:

- Communicate ideas and opinions
- Use language and maths skills
- Make decisions & solve problems
- Use information systems and technology tools
- Improve skills in English as a second language

Our specialised Business Communications Tutor will design a literacy programme that will help your staff to improve all of these skills.

Significant subsidies are available for the cost of the workplace literacy programme