

Implementing Good and Best Practices For

Management Analysis & Operational Auditing Skills

For Developing High Performing Management Analysts
For Providing Consultant Level Expertise to Your Auditors

4 Week Training Workshop

- ✓ Operational Focus
- ✓ Strategic Focus
- ✓ Process Approach
- ✓ Good & Best Practices

A 4 Week Training Workshop

What is Covered in this Workshop?

You will learn about the Best Worldwide Practices Management Analysis & Operational Auditing Skills Methodology, Planning, Tools and Technology Issues, Implementation Management

This program will lead you along the road to become a qualified Management Consultant and it will empower you to advise Corporate Management on how to...

1. Identify Corporate Problems in Specific Areas
2. To Analyze Audit those Problem/Improvement Areas
3. Recommend Solution Strategies, Methodology and Tactics.

Workshop Contents

1. Business Strategy Development, Implementation Effectiveness Assessment
2. Computer Security Fraud Prevention
3. Corporate Culture Identification and Using to Implement Change
4. Corporate Identity Effectiveness and Need for Change
5. Corporate Leadership Skills Competency Requirement Analysis Evaluation
6. Cost of Quality (Cost of Bad Quality for your Organization)
7. Customer Satisfaction Developmental Strategies and Measuring Performance
8. Environment Management Auditing
9. Productivity – Effectiveness, Efficiency and Strategic Considerations
10. Service Management – Effective Resource Utilization, Measuring Performance and Capability to Recover From Service System Failures
11. Strategic Partnership Alliances – Suitability and Effectiveness Enhancement
12. Technology Deployment and Strategy
13. World-Class Corporate Logistics Systems and Benchmarking Logistics
14. ISO-9000 Quality Assurance System Implementation Auditing
15. Operational Management Auditing Analysis of Projects and Contracts
16. Implementing Continuous Improvement Systems
17. Implementing Auditing ISO-14001 Environmental Management Systems
18. Workshop 1
19. Workshop 2
20. Advanced Topics - More Details on Some Above Issues Important for Participants
21. Increasing Productivity through Using Standard Forms, Templates, Checklists to Perform the Work Processes
22. Performance Management System to Measure Level of Performance in the

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Worldwide Training Since 1983 Regn@EuroTraining.com EuroTraining@gmail.com EuroPrograms@Yahoo.com

- Above Processes - we will develop the KPIs for the Above Processes
23. Planning & Implementing a Departmental/Functional Knowledge Base
 24. Workshop 3
 25. Setting up Early warning system to Provide Decision Support System
 26. Workshop 4
 27. Aligning Performance to Organizational Vision, Mission & Strategic Objectives
 28. Your Individualized Action Plan for Leadership in Your Department/Section/Function
 29. Workshop 5
 30. Performance Management System for Your Department/Section/Function
 31. Your Individualized Action Plan
 32. Program Recommendations

Who Should Attend?

Participants will include Operational Auditors, Management Analysts, Supervisors & Managers working in Any Department. All Participants will take away a good multi-discipline understanding of the issues involved in their work. Program will help participants quickly become productive quickly and help build a knowledge framework that will help them identify, understand, classify and remember this program discussed technology, On the job learning and life experiences.

This program can be used to train improvement implementation teams - when a new project or initiative is being started in your organization; when a new strategic focus is being initiated; or, just prior to a consultant being hired to advise the organization on the

Workshop Outcomes and Takeaways

Euro Training is in the business of providing practically useful training programs.

Programs that -

1. Help the participant implement systems in his organization
2. Help the participant gain *multi-discipline* understanding of the issues related to Management Analysis &

Operational Auditing Skills so that he can incorporate the needs and expectations of all stakeholders and all his customers, in his improvement proposals and actions

3. Help build a knowledge framework in which job related experience can be caught and remembered as his experience

Benefits to Organization

Sending participant/s to this program will benefit the organization in the following ways-

1. Quickly make the participants competent, effective and productive on their job. Useful especially for
 1. Training new employees
 2. Competency building in existing employees transferred to a new assignment
 3. Training prior to a new project or initiative planned in the organization
2. Help the employee do his job well by developing competencies related to-
 1. Relevant technical knowledge and skills
 2. Organizations' strategic objectives
 3. Needs and expectations of the stakeholders/customers (internal and external)
 4. Good management practices
 5. Identifying opportunities to exceed stakeholder/customer expectations
3. Create a pool of trained manpower that can cost-effectively disseminate the knowledge to a large number of employees inside the organization. This is made possible by Euro Training's unique, easy to understand and easy to use methodology, based on *checklist and quality assurance* approaches.

4. Euro Training instructors often act as mentors for the participants. It's the most effective way to ensure effective competency development and the subsequent application of those competencies on the job, by your motivated staff. We do have consultants available across Americas, Europe, Asia and Africa (Please inquire about our post program mentoring plans).

1. when a new project or initiative is being started in your organization
2. when a new strategic focus is being initiated
3. just prior to a consultant being hired to advise the organization

Each participant will take away a memorable and potentially life changing experience from the program.

Individual Career Benefits for Participants

1. You gain a multi-discipline understanding of the issues. That means, when you make proposals or decisions on your job, you will keep in mind the needs and expectations of ALL the stakeholders/customers (internal and external).
2. The action plan you take away will help you make a difference in your business unit or organization! When you talk about this difference you have made to your organization in your resume, you will be a prime candidate for career advancement in your own organization or in your next job(s).
3. Understanding and acting with understanding of the needs and expectations of your stakeholders/customers is known to enhance *job satisfaction* and reduce Monday morning blues.

This Program is Intended for...

Those new to the field take away a good multi-discipline understanding of the issues involved in their work. It helps them in becoming productive quickly and in building a knowledge framework that will help them identify, understand, classify and remember on the job learning and experiences.

More experienced participants take away an individualized action plan as mentioned in the previous sections.

Implementation Teams: This program can be used to train implementation teams...

Registration Recommendations

Team Nominations: This program aims to ensure the participants have their individualized improvement plan at the end of the program. So, foreseeing the effort involved, anticipating resistance and implementation requirements, it is recommended that the organization nominate **at least two participants together** (three will be more desirable) for this program.

It is anticipated that these 2 or more participants will work together as a team or provide mutual support in order to implement the action plan.

Single nominations will also be accepted for the program. Single nominations are typically used to -

1. Develop personnel skills in critical skills and methodologies covered in this program.
2. Train individuals for leadership roles in business units or departments. This program will help the participant coach and lead his team in these critical skills and methodologies. (The program typically does not cover coaching skills but provides the related technical understanding in an easy to communicate manner).

For Latest Program Schedule Email

mnc700-4@eurotraining.com

www.eurotraining.com/bro/mnc700-4.php

REGISTRATION FORM	
Program:	Management Analysis & Operational Auditing Skills Training (MNC700-4)
Location Where Attending:	
Program Dates:	
Whether Participant will Consider Alternate date if one requested is not available:	
Participant Name Prefix: Mr/Ms/Mrs	
Participant Name:	
Participant Job Title:	
Participant Department & Section:	
Participant Employer/ Company:	
Participant's Present Job Responsibilities:	
Participant Email Address:	
Participant Mobile Number:	
Sponsored by:	
Sponsoring Company:	
Job Title of Sponsoring Authority:	
Name of Sponsoring Authority:	
Email of Sponsoring Authority:	
Fax of Sponsoring Authority:	
Telephone Nos. of Sponsoring Authority:	
Web Site of Sponsoring Company:	
Invoice Reference:	
Invoicing Address:	

REGISTRATION INFORMATION

1. **To register:** Please send us an official letter confirming registration (on organizational letterhead or Authorized Email).
2. Program Fee is
 - o USD \$17,800 per participant and includes Course Materials, Certificate, Refreshments and Lunch. (Fee at London, Paris and Kuala Lumpur is \$19,580 per participant)
3. Accommodation & Taxes/VAT (if applicable) is not included in Program fee. Special rates will be available at venue hotel for the participants.
4. Special discount of 10% is offered for participants who pay their fees at least 45 days before start of the program.
5. Refund will not be considered where the participant cancels his registration less than 3 weeks before start of the program. Alternate nominations will be allowed anytime before program start.
6. All participants are required to fill in Participant Information form - on first day of the program. Each program Undergoes Customization to Better Meet Participant Present and Future Career Needs. Please be prepared to let the Instructor/s know about your organization's Special Needs, Interests or Initiatives.
7. It is always useful for participants to bring their existing problems or case studies, work-process flow charts or job related problems for discussion - consideration will be at sole discretion of the program director/s.
8. **Provisional Registration:** You can make a provisional registration by sending us an email – an official registration request can be made within 2 weeks. This will ensure we will reserve a seat. All provisional registrations automatically cancel 2 weeks before program start.
9. Please note: No Live Voice Requests for Registration or Provisional Registrations.

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