

HUMAN RESOURCES & ORGANIZATIONAL DEVELOPMENT (HROD)

Ref	Courses	Duration	Cost(US\$)
HRD 01	Advanced Trainers Skills Development for Trainers	2 Weeks	3,200.00
HRD 02	Building Self Esteem and Assertiveness Skills	2 Weeks	3,200.00
HRD 03	Coaching and Mentoring	2 Weeks	3,200.00
HRD 04	Conducting Effective Performance Reviews	2 Weeks	3,200.00
HRD 05	Conquering the Fear of Speaking in Public	2 Weeks	3,200.00
HRD 06	Crisis Management	2 Weeks	3,200.00
HRD 07	Employee Engagement	2 Weeks	3,000.00
HRD 08	Facilitation and Consultation Skills	1 Week	2,000.00
HRD 09	Gender Analysis and mainstreaming	2 Weeks	3,200.00
HRD 10	Good Governance and Leadership	2 Weeks	3,200.00
HRD 11	Hiring for Success - Behavioral Interviewing Techniques	2 Weeks	3,200.00
HRD 12	HR and the law	2 Weeks	3,200.00
HRD 13	HR for non-HR professionals	2 Weeks	3,200.00
HRD 14	HR policy development and implementation	2 Weeks	3,200.00
HRD 15	HR strategy fundamentals	2 Weeks	3,200.00
HRD 16	Human Resource Management and Development	2 Weeks	3,200.00
HRD 17	Integrating Organizational & Individual Performance Management Systems	2 Weeks	3,200.00
HRD 18	Introductory to HR Management & Performance Evaluation	2 Weeks	3,200.00
HRD 19	Knowledge Management	2 Weeks	3,200.00
HRD 20	Labour Relations in the Public Sector	2 Weeks	3,200.00
HRD 21	Leadership Development Programme for Women	2 Weeks	3,200.00
HRD 22	Leadership Innovation and Change Management	2 Weeks	3,200.00
HRD 23	Leadership Skills for Supervisors - Communication, Coaching, and Conflict	2 Weeks	3,200.00
HRD 24	Leading & Communicating Change	2 Weeks	3,200.00
HRD 25	Management Advancement Programme	2 Weeks	3,200.00
HRD 26	Managing the Office Function	2 Weeks	3,200.00
HRD 27	Managing the Training Function	2 Weeks	3,200.00
HRD 28	Mastering the Interview	2 Weeks	3,200.00
HRD 29	Measuring HR Effectiveness	2 Weeks	3,200.00
HRD 30	Media Communication and Advocacy	2 Weeks	3,000.00
HRD 31	Mediation, Grievance Handling and Conflict Management	2 Weeks	3,200.00
HRD 32	Organizational Development	2 Weeks	3,200.00
HRD 33	Performance appraisal Techniques for PAs	2 Weeks	3,200.00
HRD 34	Performance Based Human Resources Management	2 Weeks	3,200.00
HRD 35	Performance Evaluation and Management	2 Weeks	3,200.00
HRD 36	Personnel Auditing and Training Needs Analysis	2 Weeks	3,200.00
HRD 37	Post-Conflict Reconstruction and Stabilization	2 Weeks	3,200.00
HRD 38	Practical Supervisory and Leadership Skills	2 Weeks	3,200.00
HRD 39	Public Service Human Resource Planning and Management	2 Weeks	3,200.00
HRD 40	Results Based Performance Management	2 Weeks	3,200.00
HRD 41	Security and Risk Management	2 Weeks	3,200.00
HRD 42	Setting performance Measures	2 Weeks	3,200.00
HRD 43	Social Media and Corporate Relations	2 Weeks	3,200.00
HRD 44	Social Media and Digital Journalism	2 Weeks	3,200.00

HRD 45	Specialized Competency Training of Instructors / Trainers	2 Weeks	3,200.00
HRD 46	Staff Performance, Appraisal and Evaluation Technique	2 Weeks	3,200.00
HRD 47	Strategic Human Resource Management	2 Weeks	3,200.00
HRD 48	Strategic Management Skills for Senior Executives	2 Weeks	3,200.00
HRD 49	Strategic Performance Management and Organizational Development	2 Weeks	3,200.00
HRD 50	Strategic Planning	2 Weeks	3,200.00
HRD 51	Strategic Relationship Management	2 Weeks	3,200.00
HRD 52	Strategic Thinking Management	2 Weeks	3,200.00
HRD 53	Strengthening Alliances and Network Management	2 Weeks	3,200.00
HRD 54	Talent Management and Succession Planning	2 Weeks	3,200.00
HRD 55	Target Setting and Performance Measurement for Public and Private Sector Institutions	2 Weeks	3,200.00
HRD 56	Team Building	2 Weeks	3,200.00
HRD 57	Training Needs Analysis and staff Development	2 Weeks	3,200.00
HRD 58	Training of Trainers (TOT)	2 Weeks	3,200.00
HRD 59	Understanding the role and Operations of the Ombudsman	1 Week	2,000.00
HRD 60	Work Place Peer Counselling	2 Weeks	3,200.00
HRD 61	Workforce Metrics: Introduction to Measurement in HR and Benchmarking	2 Weeks	3,200.00
HRD 62	Workforce Planning	2 Weeks	3,200.00
HRD 63	Youth Leadership Development and empowerment	2 Weeks	3,200.00

ABOUT US

Proactive Africa (Training & Consulting Company) has been established in the education, consulting and training industries for a couple of years now and we are a Training and Consulting Company specialized in business solutions, with national and international performance.

We have a vast international experience, and have a portfolio of more than 500 courses in the most diverse functional areas, having as main clients, national companies, multinational companies, Privates, Public and governmental Organizations, Parastatals & Departments of Governments and Ministries

We are registered with CIPC (Companies and Intellectual Property Commission) Registration Number: **2017/350388/07** & SARS in South Africa. We are a level 3 BBBEE contributor

At the National level, PA – Consulting & Training has one Training Center in Pretoria for the time being. Internationally it acts in the Private and Public Places of all African Countries.

The vast training offer coupled with the high professional experience of the Team of Consultants and Trainers, as well as the excellent facilities, guarantee a quality training that will bring the best results to our Clients.