



WORKPLACE COMMUNICATIONS

WHY ATTEND?

With a multi-cultural workforce, it is essential that managers, supervisors, team leaders and safety officers understand how to communicate effectively. People's lives, and your bottom line, depend on it.

WHAT WILL YOU LEARN?

- Communicating clearly
- Communicating effectively to a group
- Breaking down instructions to improve comprehension
- Perception checking
- Understanding your own communication style and how best to adapt to others' styles
- The importance of non-verbal communication
- Choosing the most appropriate channel of communication
- Active listening skills
- Delivering high impact messages
- Giving constructive feedback

A Master Builders Certificate of Attendance will be awarded.

COURSE INFO

DATE: 5 June & 13 August, 2018

DURATION: 4 hours

LOCATION: West Perth WA 6005

	Course Fee	Total
Eligible for CTF subsidy		
MBA Member	\$440.00- \$124.00 [^]	\$316.00*
Non-member	\$490.00 - \$124.00 [^]	\$366.00*
Not eligible for CTF subsidy		
MBA Member	\$440.00	\$440.00*
Non-Member	\$490.00	\$490.00*

HOW DO I ENROL?

Complete the [enrolment form](#) and send it to training@mbawa.com or contact Master Builders on 9476 9800.

