

Professional Etiquette

This workshop equips front-line employees with the skills to maintain a courteous and professional demeanour in the workplace.

The training covers effective communication, professional appearance, navigating open office environments, and fostering respectful interactions, ensuring a positive and productive work atmosphere.

Format: Virtual or Face-to-face.

Duration: 3 hours.

Audience: Front-line employees, customer service representatives, and anyone seeking to enhance their professionalism in the workplace.