

THE ART OF GETTING THINGS DONE

• People • Strategy • Execution

January 21, 2020 | Marriott Hotel - Karachi | 9:30 am – 5:00 pm

Key Benefits

1-day modular, intensive program will expose participants to day to day of management & execution challenges faced by tactical & operational managers. Enriched with local anecdotes of field, sales, marketing, man & business management practices and pitfalls, the program will help:

- **ENHANCE** the understanding of the managers' responsibility to identify main reasons companies fall short of their promises.
- **GAIN** contemporary perspective on pinpointing gaps between what a company's leader wants to achieve and ability of the organization to deliver it.
- **LEARN** a discipline for meshing strategy with reality...aligning people with goals and achieving the results promised.
- **COMPREHEND** the link to core processes of any business come together to get things on time.
- **INTRODUCE** a method for success: The Discipline of Getting Things Done.

Course Overview

The workshop on "The Art of Getting things Done" aims to develop an appreciation of the responsibilities of managers and build capability to get things executed through effective and efficient managerial skills. The program explores the orthodox & latest in management practices, subordinate development, team performance analysis & competition handling that will help implement strategies and tactics in more sustainable manners with best ethical practices.

Deliverables of the Workshop

- To understand & implement culture of execution for achieving results
- Discover blind spots in subordinates' competence & commitment levels and offer effective coaching to execute efficiently.
- To prepare action and implementation plan with effective feedback



Course Facilitator
Suhail Farooq

- 20+ years of successful track record of accomplishments in Corporate & Pharma Marketing
- Conducted leadership training across Pakistan, China, Hong Kong, Macau, Sri Lanka, Afghanistan and Uzbekistan
- Master's in Business Administration from University of Bradford, UK
- Suhail believes in the philosophy of Jack Welch: "Lead More-Manage Less."

...only from Octara!!!

For Registration & Details:

Karachi: 021-34547141, 34520093, 34536306

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Helping You Succeed!

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COURSE AGENDA

Role of a Manager

- Three Vertical Levels of Management
- Attitude & Behavior
- Strategy & Tactics

Company Culture & Success

- Company Culture & Business Values
- Getting Effective & Efficient Leaders

Management by Objectives (MBO)

- MBO Process
- Success Factors for MBO Process

Achievement Problems

- Identification & Analysis
- Remedies

Culture of Execution

- The Management Process
- What is Execution Culture?
- Performance Oriented Rewards
- Dealing with Non-performers
- Career Development Flow Chart
- Why Execution is Neglected
- Steps needed for Execution

McKinsey's '7 S' Framework & Staffing

- | | |
|-------------|-----------------|
| • Strategy | • Shared Values |
| • Structure | • Skills |
| • Systems | • Style |
| | • Staff |

Who Should Attend

Strategic & Operational Managers handling performance teams and responsible for generating results through execution of strategies/tactics, are encouraged to attend this course.



Profile Suhail Farooq

Suhail Farooq has 20+ years of successful track record of accomplishments as Trainer, Sales Head and as General Manager Marketing & Sales in Corporate & Pharmaceutical Marketing, Sales, Training and Communication Transmission Industry.

He has contributed to leadership training and communication industry across Pakistan, China, Hong Kong, Macau, Sri Lanka, Afghanistan and Uzbekistan. Because of his vast psychographic, demographic, geographic and ethnographic exposure, its remarkably easier for him to convey training concepts to groups with varying culture & degree of understanding.

He has done Masters in Business Administration from University of Bradford, UK.

Suhail believes in the philosophy of Jack Welch: "Lead More-Manage Less."

INVESTMENT

PKR 18,000

+SST Per Participant

FEE INCLUDES: 5 Star Hotel Venue for Training, Certificate of Attendance, Lunch, Refreshments & Business Networking



Send your cheque in favor of **Octara Private Limited**

To: **Umair Tariq**, Admin & Accounts Executive

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Bring this program **In-house** at attractive discount

This workshop can be customized to suit specific needs of your organization which may lead to significant savings. Please

Please contact **Sarim Atique** at sarim.atique@octara.com

or call at **0345-8949470**