



Regus Suites, 17th Floor, JKUAT Towers, Kenyatta Avenue,

P. O. Box 18582 - 00100, Nairobi, Kenya.

**=** +254 700 722 522 | **S** +254 722 300 245.

admin@achrp.org | https://achrp.org

NITA: NITA/TRN/1234

**EMPOWER • INNOVATE • LEAD** 

IHRM: C00259

## **Certified Corporate Training**

Date	Time	Duration	Venue	CPD	Cost (Excl. VAT)PP
11th - 15th Mar, 2024	08:30 AM-11:30 AM	5 Day(s)	PrideInn Express Nyali, Mombasa	6	60,000.00

#### **Course Overview**

The Certified Corporate Trainer certification program is designed for professionals who seek to enhance their skills in designing, conducting, and evaluating corporate training programs. The course aims to provide comprehensive knowledge and practical skills for training within corporate environments. It focuses on various aspects of being an effective trainer, including curriculum development, planning sessions, engaging diverse learners, and mastering training delivery. This comprehensive program will prepare participants to become adept corporate trainers, capable of fostering talent development and enhancing human capital effectively across various business environments.

### **Course Objectives**

By the end of this program, participants will be able to;

- To equip participants with the foundational principles of adult learning and the roles and responsibilities of a corporate trainer.
- To understand the end-to-end process of training including needs assessment, design, development, delivery, and evaluation.
- To provide insights into creating relevant and outcome-oriented training content.
- To provide participants with the tools and techniques necessary for detailed training planning including resource allocation, timing, and scheduling.
- To teach participants how to identify and engage key stakeholders in the training process.
- To guide participants in organizing and managing training logistics, resources, and personnel to ensure smooth training delivery.
- To enable participants to create a conducive learning environment and implement effective pedagogical strategies.
- To expose participants to a variety of training methodologies and techniques.
- To prepare participants to masterfully deliver training, employing engaging communication and facilitation skills.
- To sensitize participants to the nuances of training in a diverse workforce.

# **Target Groups**

This training is suitable to a wide range of professionals but will greatly benefit;

CHRP. Den PN Gathitu **Secretary General** 

Academy of Certified Human Resource Professionals								



# Academy of Certified Human Resource Professionals Ltd.

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DATE: 20:10:2025		PROFORMA INVOICE						
Invoice To:								
Organization Name:								
Organization Name:								
Phone Number:								
Email Address:								
QTY	DESCRIPTION		NET (KES)	VAT (KES)	GROSS (KES)			
1	Certified Corporate Trainer	Training	60,000.00	9,600.00	69,600.00			
GROSS: Sixty Nine Thousand Six Hundred 69,600.00								
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***PAYMENT DETAILS***								
	Pay Bill No: 24724			unt: KES 69,600	J.00			
	<b>Bank Account Name</b>		ed Human Reso	urce Profession	als Ltd			
Bank Branch: Kenyatta Avenue Bank Physical Address: Kenyatta Avenue								
	Bank A	Account Number: 1	29027124	5753				
Nomination Authorization & Funding Confirmation								
Organization KRA PIN:								
Contact Person:								
Position:								
Signature:								
Date:								
Email the duly completed document to admirate to a complete to a complet								