

Developing Effective Workforce & Team Building Training

| Date | Time | Duration | Venue | CPD | Cost (Excl. VAT)PP |
|-----------------------|-------------------|----------|---------------------------|-----|--------------------|
| 24th - 28th Nov, 2025 | 08:30 AM-11:30 AM | 5 Day(s) | Blooming Suites, Naivasha | 6 | 60,000.00 |

Course Overview

Building effective teams is essential for achieving organizational success and fostering a collaborative work environment. This course equips participants with the strategies and tools needed to enhance team cohesion, improve communication, and resolve conflicts within diverse teams. By focusing on leadership, trust-building, and dynamic engagement, attendees will learn how to unlock their team's potential and create a high-performing workforce. Practical exercises and real-world applications will ensure participants leave with actionable insights to drive impactful team outcomes.

Course Objectives

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

- Understand the fundamentals of team building and workforce dynamics.
- Develop strategies to enhance communication and collaboration in teams.
- Resolve conflicts constructively to strengthen interpersonal relationships.
- Foster a culture of trust, inclusivity, and shared accountability.
- Design and implement activities to boost morale and productivity.

Target Groups

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

- Team Leaders & Supervisors
- HR Professionals
- Organizational Executives
- Managers Overseeing Workforce Development



CHRP. Den PN Gathitu

Secretary General

Academy of Certified Human Resource Professionals

DATE: 16:02:2026

PROFORMA INVOICE

Invoice To:

Organization Name:

Phone:

Email:

| QTY | DESCRIPTION | NET (KES) | VAT (KES) | GROSS (KES) |
|---|--|-----------|-----------|------------------|
| 1 | Developing Effective Workforce & Team Building training from 24th - 28th Nov, 2025 at Blooming Suites, Naivasha | 60,000.00 | 9,600.00 | 69,600.00 |
| GROSS (KES): Sixty Nine Thousand Six Hundred | | | | 69,600.00 |

NOMINATION FORM

PARTICIPANT(S) DETAILS

| NO. | NAME | EMAIL ADDRESS | TELEPHONE |
|-----|------|---------------|-----------|
| | | | |
| | | | |
| | | | |

PAYMENT DETAILS

Bank Name: Equity Bank

Account Name: Academy of Certified Human Resource Professionals Ltd

Account No.: 1 2 9 0 2 7 1 2 4 5 7 5 3

Bank Branch: Kenyatta Avenue

Branch Code: 129

Swift Code: EQBLKENA

Pay Bill No.: 247247

Account No.: 300245

FUNDING CONFIRMATION / TAX DETAILS

I, the undersigned, has verified the nomination and confirms availability of funds for this training.

Name of Organization:

Org. KRA PIN: Org. Mobile No.:

Confirmed By: Position:

Signature: Date & Stamp:

NOTE THAT:

- Only those Delegates whose fees have been paid in full will be allowed to the event
- A scanned copy of the duly completed form should be sent to admin@achrp.org
- The above training Cost does not include Transport & Accommodation