



Attitudinal Change, Work Ethics and Productivity Improvement Course for Drivers

January 27 – 28, 2024, Lagos & Port Harcourt

March 2 - 3, 2024, Lagos & Abuja

April 20 – 21, 2024, Lagos & Port Harcourt

May 25 – 26, 2024, Lagos & Abuja

June 29 – 30, 2024, Lagos & Port Harcourt

August 10 – 11, 2024, Lagos & Abuja

September 21 – 22, 2024, Lagos & Port Harcourt

October 26 – 27, 2024, Lagos & Abuja

December 7 – 8, 2024, Lagos & Port Harcourt

Available for In-plant Training

Program overview:

The main objective of forming and operating any business is to make profit. This enables the business to exist and to grow. A driver is employed to perform some specified duties that others cannot effectively and efficiently combine with their official duties.

This workshop on managing attitudinal change for improved productivity is designed to create awareness among drivers on the dangers of entrenched values and unethical behaviours that can be disastrous to organizations. It will expose drivers to how their services contribute to the productivity of the organization.

For whom:

All Company drivers, Dispatch riders and their supervisors

Learning objectives:

At the end of the course, participants will be able to:

- discuss the managerial functions of a driver;
- explain the operating mechanisms of their vehicles;
- imbibe good work ethics;
- prepare a maintenance program for their vehicles; and
- explain the role of the driver in increasing organizational productivity.

Course outline:

Day 1: The Effective Corporate Driver

- Self and Time Management for Drivers
- Stress Management
- Developing Good Work Ethics and Work Habits
- Developing the Right Work Attitudes and its' effects on Drivers' performance
- Preventive maintenance

Day 2: Drivers' Productivity Improvement Techniques

- Productivity concepts and improvement methods
- Effective communication
- Developing good human relations skills on the job
- Defensive Driving
- Effective Management of Safety Emergencies
 - The first aid/rescue techniques
 - Fire safety/prevention techniques

LOCATIONS

1 - HCA Learning Centre. Acme House 2nd Floor, 23, Acme Road, Ogba, Industrial Scheme, Ikeja, Lagos, Nigeria

2 - Green-Minds Hotel, Plot 764, Cadastral Zone B05, E. Ekukinam Street, Utako District, Abuja

3 – Pakiri hotel Ltd., 4 Okwuruola Street, off Stadium Road, Rumuola, Port Harcourt, Rivers State.

Open Course Fee: N90, 000

In-plant Fee Negotiable

WORKSHOP FEE:

N90, 000 per participant, VAT –N6, 750

Note: this covers Workshop Fee, Tea/coffee break, Lunch, course materials and certificate of attendance.

Payment should be made into our Accounts:

Account Name: Human Capital Associates Global Consult Ltd.

Union Bank of Nig. PLC: Account No: 0097961537

First Bank of Nig. PLC: Account No: 2033683960

Keystone Bank Ltd.: Account No: 1007150325

For Booking / Enquiry, Call: 234-8051365946, 234-7087578814

24/7 Lines: 234-8068933608, 234-8029170491, 234-8145745664, & 234-9112830607

Training Methodology

Lectures, discussions, exercises, case studies, audio-visual aids will be used to reinforce these teachings/learning methods.