



Providers of Cutting Edge Training



Certified Training



Dear Reader

Our mission, through commitment to excellence, is to provide the finest training and consulting that will show individuals, organisations and corporations how to accomplish a higher quality of life, and take control of any situation.

ALPHA TRAINING is dedicated to delivering quality training and consulting services to diverse organisations since 1989. Our focus is on helping our clients develop their human resources and attain a strong and competitive position in today's increasingly competitive workplace.

We believe that as we move through the 21st century the challenge of developing a highly skilled and motivated work force will increase. ALPHA TRAINING is positioned to assist organisations succeed in these challenging times.

We believe that in today's business world, every professional must be a self-manager. Thinking. Thriving. Independently motivated. Individuals not pushed from behind, but pulled ahead by their own aspiration. ALPHA Training's goal is to help organisations reach their business potential through development of the skills and knowledge of their professionals.

We thank you for your enquiry, and we will keep you informed as new programs and services are added.

We are happy to make recommendations, answer questions, and provide assistance in planning your training. We are here to support you.

Wishing you every success
Alpha Training UK Limited

Success is a science you can learn
Excellence is an art you can master

***Today, Training Has Become the Hard
Currency of Success***

More and more people are realising that effective training means: effective training strategy, up-to-date concepts, methods and techniques, wide experience in course design and highly qualified trainers. These qualities are what position Alpha Training among the best training and consulting firms.



***Most Advanced Management Theories and
Models***

As technologies, standards, and tools are always changing, we continually update our course materials to ensure that you receive the latest information available. Contemporary theories of management help interpret the rapidly changing nature of today's organisational environments.

Recent developments in management focus on three elements: Process management, Management science and decision support systems and Behavioural science for human resource development. These three elements complement each other in current practice, and provide a powerful groundwork for successful management.

State-of-the-Art Courses

Alpha Training offers you an experience that no other training and consulting business can provide. We provide you the concepts, procedures and tools that have worked. We advocate and support the use of powerful models to plan and manage enterprises and schemes, and to ensure their ongoing viability.



Where the Joy of Learning Meets Exciting Results



Effective Leadership, Group Dynamics, and Superior Team Performance

In the new management practice, people have become your firm's most precious and underutilised resource. They are your firm's repository of knowledge and they are central to your company's competitive advantage. Well coached, and highly motivated people are critical to the development and execution of strategies, especially in today's faster-paced, more perplexing world, where top management alone can no longer assure your firm's competitiveness. At all levels, your company needs people who can deliver at the frontier of performance.

Cutting Edge Training

Our 150 approved expert trainers have in-depth experience and are able to provide you with the tools and techniques you need to be more effective. Our trainers and consultants will provide you with up-to-date concepts, methods and techniques, which expand your manpower skills and knowledge beyond your expectation.



Training Services

Get the most for your money when you get your training from Alpha. Alpha gives you the advantages you need, including:

- n Up-to-date training materials
- n Professional highly qualified trainers
- n Warm and friendly atmosphere
- n Clear, concise and organised presentation
- n Understanding trainees personal needs
- n Exercise and hands-on practices
- n Complete course manual provided
- n Competitive prices

Training Areas

- n Management & Leadership
- n Finance & Accounting
- n Administration & Secretarial
- n Customer Service
- n Marketing and Sales
- n Health, Safety and Environment (HSE)
- n Security Management
- n Contract and Tenders Management
- n Human Resources Management
- n Training & Development
- n Inventory & Materials Management
- n Maintenance Management
- n Project Management
- n Purchasing Management



Some of our Course Titles

- n Advanced Office Management
- n Excellent Customer Service
- n Finance for Non-Financial Manager
- n Succession Planning
- n Interview Skills for the Manager
- n Recruitment, Interview and Selection
- n Performance Management
- n Elements of Leadership
- n Interpersonal Skills
- n Management Academy
- n Negotiation Skills
- n Transformational Assertiveness
- n Managing Time Effectively
- n Introduction to Product Management
- n Assertiveness
- n People Management
- n Developing Teams through Insights
- n Time Management
- n Developing Leadership Skills
- n Dynamic Coaching
- n Essential Management Skills
- n Essential Leadership Skills
- n Call Centre Management
- n Cross Cultural Communication
- n Managing Across Culture
- n Understanding Value Systems
- n Herrmann Thinking Styles
- n Advanced Decision Making
- n Advanced Leadership Skills
- n Strategic Management
- n Motivation Techniques
- n Assessment Instruments
- n Emotional Intelligence
- n Mind Mapping
- n Leading through Emotional Management
- n Positive Behaviour Management
- n Positive Emotional Communications
- n Advanced Project Management
- n Six Sigma for Managers
- n Six Sigma Champion
- n Six Sigma Green Belt
- n Statistical Process Control
- n Performance Measure
- n Continuous Process Improvement
- n Process Management
- n Product Management
- n Brand Management Program
- n Brand Marketing
- n Product Management and Merchandising
- n Dynamic Selling
- n Key Account Management
- n Marketing Sales Team Management
- n Presentation Skills
- n Training Needs Analysis (TNA)
- n Design of Training Materials
- n Trainers' Training



Providers of Cutting Edge Training

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