



THINK

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**Invest in People.
Invest in Growth.**

m: +91-9099947557

e: ask@thinkconsulting.co.in

w: www.thinkconsulting.co.in



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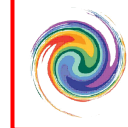
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Training Program

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PROGRAM:

- Smartwork Training
- For Supervisors/ Teams/ Executives

AIM:

- To improve professional performance

THEMES:

- Productivity Skills
- Thinking Skills
- Communication Skills
- Collaboration Skills
- Supervision Skills

FORMAT:

- Group training in role-based batches
- Customized syllabus
- Modular program

SCHEDULE:

- Multiday-workshops/ Weekly-sessions

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Coaching Program

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PROGRAM:

- Leadership Coaching
- For Managers

AIM:

- To improve operational leadership

THEMES:

- Personal Credibility
- People Management
- Operation Design
- Strategic Alignment
- Problem Solving

FORMAT:

- Personal coaching to individuals
- Customized syllabus
- Modular program

SCHEDULE:

- Weekly-sessions

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PROGRAM:

- HRD Consulting

AIM:

- To develop effective HRD structures
- To develop effective HRD strategies

THEMES:

- Employee Onboarding
- Job Design & Analysis
- Performance Appraisals
- Learning & Development
- Compensation & Benefits
- Rewards & Recognition

FORMAT:

- Workgroup with HR Department
- Advisory with Senior Management

SCHEDULE:

- Weekly-sessions

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Our Values

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AUTHENTICITY:

- Practice what you preach.
- Don't say what you don't believe in.
- Don't teach what you have not experienced.

EMPATHY:

- Be mindful of the human-being.
- Seek to understand, before teaching.
- Focus on the need, not on the desire.

DEEP-WORK:

- Don't give up easily on a problem.
- Give undistracted time and attention.
- Strive to learn from every experience.

ACCOUNTABILITY:

- Look after your client's cost-benefit.
- Don't charge more than you deserve.
- Set high-standards for your performance.

HONOUR:

- Keep your commitments.
- Be worthy of your client's trust.
- Don't compromise on your dignity.

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SMART | Skills
SMART | Solutions

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