



Institute of People Management of Zimbabwe

SERVICES WE OFFER

TRAINING & DEVELOPMENT- CPD COURSES

1. Discipline Management
2. Train the Trainer Course
3. Management Development
4. HR Basics
5. Customer Service Workshops
6. Understanding the Labour Act
7. Grooming and Deportment
8. Job Description Writing
9. Report Writing and Minute Writing
10. Selling Skills
11. Industrial Relations Workshops for Managers & Supervisors
12. Workers committee and works council training
13. Corporate governance
14. Supervisory Development
15. Finance for non-finance people

AND MANY OTHER CLIENT TAILORED SHORT COURSES

LABOUR CONSULTANCY

1. Codes Of Conduct
2. Human Resources Policies & Procedures – Employee Manuals

RECRUITMENT & SELECTION

1. Attachment Services

TEAM STRATEGY WORKSHOPS

1. Team Leadership Workshops
2. Business Strategy Formulation
3. Team Building Workshops &

ANALYTICAL SERVICES

1. Needs Analysis
2. Skills Analysis
3. Customer Satisfaction Surveys

For more information, please contact Vongai Matizha , Email
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