



# BUILDING WORK LIFE BALANCE FOR PEAK EMPLOYEE PERFORMANCE

26 FEB 2026 | 9.00AM - 5.00PM | MEFA ACADEMY, PJ

## Course Overview

Building Work-Life Balance for Peak Employee Performance is a practical training designed to help employees sustain high performance without burnout. The course focuses on developing healthy habits that support energy, focus, and mental clarity, alongside effective time management and prioritization strategies to reduce overwhelm. Participants will learn mindfulness and stress management techniques to build resilience and respond more effectively to workplace challenges. The training also emphasizes creating strong personal routines that align with individual goals and responsibilities. By the end of the course, participants will gain actionable tools to improve productivity, maintain balance, and support long-term well-being and performance at work and beyond.

## Who Should Attend

- Executives
- Managers
- HR Personnel
- Workplace Counsellors

## Learning Outcomes

- Apply healthy daily habits to improve energy, focus, and overall work performance.
- Use practical time management and prioritization techniques to manage workload effectively.
- Practice mindfulness and stress management strategies to build resilience and reduce burnout.
- Design personalized routines that support sustainable productivity and work-life balance.

## Course Registration :



<https://forms.office.com/r/yhSx2CK7pd>

**RM1,000\***

(Price Inclusive of 8% SST)

HRDC Claimable\*

## Course Structure

Time	Agenda
8.30AM	Registration
9.00AM	Course Introduction + Ice Breaking
9.30AM	Topic 1: Healthy Habits for Energy & Focus
10.45 AM	Morning Break
11.00 AM	Topic 2: Time Management & Prioritization Techniques
12.30 PM	Lunch Break
1.30PM	Topic 3: Mindfulness & Stress Management for Resilience
3.00 PM	Tea Break
3.30 PM	Topic 4: Building Routines for Sustainable Productivity
4.30 PM	Summary + Q&A Session
5.00 PM	Session Ends

## Trainer Profile



*Kent Loh*

**(KB10016, PA09646)**

Mr. *Loh Kok Cheong (Kent)* is an accomplished mental healthcare practitioner with over a decade of experience in the field of psychology, counselling and corporate wellness. He is a licensed counsellor under Lembaga Kaunselor Malaysia (LKM) and a HRDC accredited trainer. Mr. Loh has a strong background working in both public and private sectors as an educator, in-house counsellor, motivational speaker and trainer. Throughout his career, he has been committed to driving growth and excellence whilst advocating for a positive work culture. His proficiency includes conflict resolution, stress management and conducting wellness programs at an organizational level. Currently, Mr. Loh is focused on cultivating psychological safety at work so employees can shine and organizations can meet their strategic goals.



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