



MANAGING TEAM DYNAMIC

2-3 SEPT 2025 | 9.00AM - 5.00PM

MEFA Training Center (PJ)

This program is designed to help individuals to improve their professional communication and conflict resolution skills and build confidence in their ability to effectively communicate in various workplace. Through interactive sessions and practical exercises, participants will develop their presentation skills as well as learn strategies for effective collaboration and conflict resolution. Our program is led by experienced instructors who provide personalized feedback and guidance to help each participant achieve their communication goals. Participants may be able to express themselves more clearly and effectively, listen actively and respond appropriately to others, and understand the importance of non-verbal communication.

Who Should Attend

- All Department Leads
- Technicians and Engineers
- Junior Managers
- Line Managers / Supervisors
- Line Leaders

Learning Outcomes

- Enhancing communication skills
- Developing assertiveness
- Practicing communication in real-life situations.
- Improved communication skills
- Increased self-confidence
- Enhanced interpersonal skills

RM 900*

(Price Inclusive of 8% SST)

*Course fee is claimable under HRDC.

Course Registration

<https://forms.office.com/r/tgHZS3mX8S>



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Course Structure

Time	Agenda – Day 1
8.30am	Registration
9.00am	Course Introduction / Ice Breaking
9.30am	MODULE 1 : Course Intro & understanding of Team Dynamic
10.50am	Coffee Break
11.00am	MODULE 2 : Building Trust and Collaboration
12.00pm	MODULE 3 : Ethics and Professionalism
1.00pm	Lunch Break
2.00pm	Group Activities – Role Play
2.30pm	MODULE 4 : Creating a Personal Resilience & Development Plan
3.30pm	Tea Break
3.40pm	MODULE 5 : Leadership & Teamwork
4.30pm	Q&A Session
5.00pm	Session End

Time	Agenda – Day 2
8.30am	Registration
9.00am	Course Introduction / Refresh Day 1 Training
9.30am	MODULE 6 : : Introduction to Communication Triggers
10.45am	Coffee Break
11.00am	MODULE 7 : Strategies for Managing Work Stress / Well Being
1.00pm	Lunch Break
2.00pm	Group Presentation
3.45pm	Tea Break
4.00pm	Group Presentation
4.45pm	Summary / Q&A Session
5.00pm	Session End

Trainer Profile



VIGNESH K VELAYUTHAN

A dynamic and result oriented trainer with 25 years of experience in a leadership position in the MNC & Hospitality industry. He carries wide experience & knowledge gained from working in various countries such as Singapore, Indonesia, Switzerland & UK. He articulates various managerial positions, project management, trainings & HR Skills in manufacturing and hospitality industries. Graduated from Universiti Kebangsaan Malaysia (B.Econs) and Post Graduate Hospitality Management (PGD) from HIM, Switzerland, he is also a Certified CIPP (AIBFM) & HRDC Certified.

He has an innate sense of task prioritization, managerial aptitude, training & development and result oriented attitude towards accelerating organizational growth in a competitive environment. He has substantial work experience in several big industries such as semiconductor, electronics & hospitality at an operations management level and People relation/management. His wealth of experience has given him great insights and firsthand experience in People Management, Operations & Quality Management for thousands of employees. He is also very well versed in ISO management has conducted many in-house trainings related to these industries. For the past 10 years, Mr Vignesh has been conducting trainings actively and received an excellent track record as an outstanding trainer with an emphasis on his structured training assessment approach

