

2017 Training Workshops

**Compliant Recruitment
and Hiring Smart**
(2 hours)

Apr 6



**Setting your Employees up for
Success through Performance
Management**
(4 hours)

Apr 27

**Supervisor's Toolkit I:
Supervisory Fundamentals**
(Full Day)

Feb 21
June 7
November 1

**Supervisor's Toolkit II:
Tough Conversations**
(4 hours)

March 23
June 29
November 16

**Supervisor's Toolkit III:
Conflict Resolution**
(4 hours)

March 23
June 29
November 16

**Supervisor's Toolkit I:
Supervisory Fundamentals
en Español**
(Full Day)

March 28
November 7

**Supervisor's Toolkit II:
Tough Conversations en Español**
(4 hours)

March 30
November 9

**Supervisor's Toolkit III:
Conflict Resolution en Español**
(4 hours)

March 30
November 9

**Sexual Harassment Prevention
for Supervisors**
(2 hours)

February 8
May 18
September 6
December 7

**Sexual Harassment Prevention
for Supervisors en Español**
(2 hours)

March 29
November 8

**Documentation Bootcamp
for Supervisors**
(4 hours)

May 2

Our workshops fill up quickly — be sure to register by calling us at
707-576-7653 or email info@personnelperspective.com.

Check out our website at www.personnelperspective.com for workshop details.

We also provide customized on-site training programs designed to meet your company's
specific goals, culture and needs. Training in Spanish is available.