



Company Profile



Kelsey Events & Business Consulting

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About Us

Kelsey Events & Business Consulting is a 100% BEE compliant, South African Based training and events management enterprise run and owned by seasoned and professional Management Consultants offering events management, training and consulting services to the corporate and public sector.

KEBC is a provider of custom learning solutions, consulting, and contingent workforce skills enhancement services. Combining seasoned experienced professionals with a proven engagement methodology that includes dynamic learning resources, Kelsey Events collaborates with our clients to better corporate skills contributing largely in the development of organizations.

Our Culture

In today's modern workplace, productive and enthusiastic employees are not made in a half day training session. They learn to become effective by developing concrete, new skills that adapt easily to a rapidly changing world on an ongoing basis. Kelsey Events & Business Consulting emphasizes practical principles and processes by designing programs that offer our clients the knowledge, skills and practices they need to add value to the business.

Connecting proven solutions with real-world challenges, Kelsey Events & Business Consulting is fully recognized as an accredited ETD provider in bringing out the best quality of training sessions that will not only improve business but largely improve the competence of our learners.

Our Strategic View

Our mission is to design and deliver high impact skills development programs and a wide range of consultancy services that produce outstanding human capital performance in your organizations.

We envision becoming the training provider of choice across the southern hemisphere in delivering sustainable skills and successful events with high impact

Who We are

We strive for Excellency by subscribing to the following;

- ☑ Integrity
We sustain honesty, fairness, Ubuntu and accountability
- ☑ Quality
We are proud to stand behind the quality of services we deliver
- ☑ Equality
We believe in togetherness and success in numbers
- ☑ Passion
We love what we hence we are the best!

Our Promise to you

To achieve your desired needs, our development expertise extends beyond the training room.

We work in partnership with you to:

- understand your business and training needs
- design development initiatives and deliver high impact training interventions
- develop and implement powerful reinforcement programmes
- track and measure for continuous improvement, effectiveness and sustainability

What we do

Our highly qualified professionals have an extensive range of expertise and experience offering following services:

- a) Skills Training and Development
- b) Events Management
- c) Business Consultancy
- d) Skills Based Audits
- e) Computer based Courses
- f) Adult Basic Education and Training (ABET)

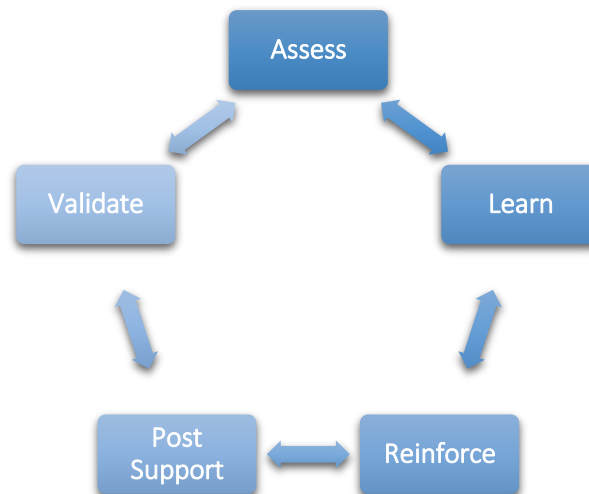


“ With Us **YOU CAN**

Our Training Approach

At Kelsey Events & Business Consulting, our integrated learning takes learners through all stages of the learning lifecycle, from a workplace environment to create a memorable learning experience. These effective learning solutions also allow learners to directly apply knowledge gained from training sessions and align with business objectives.

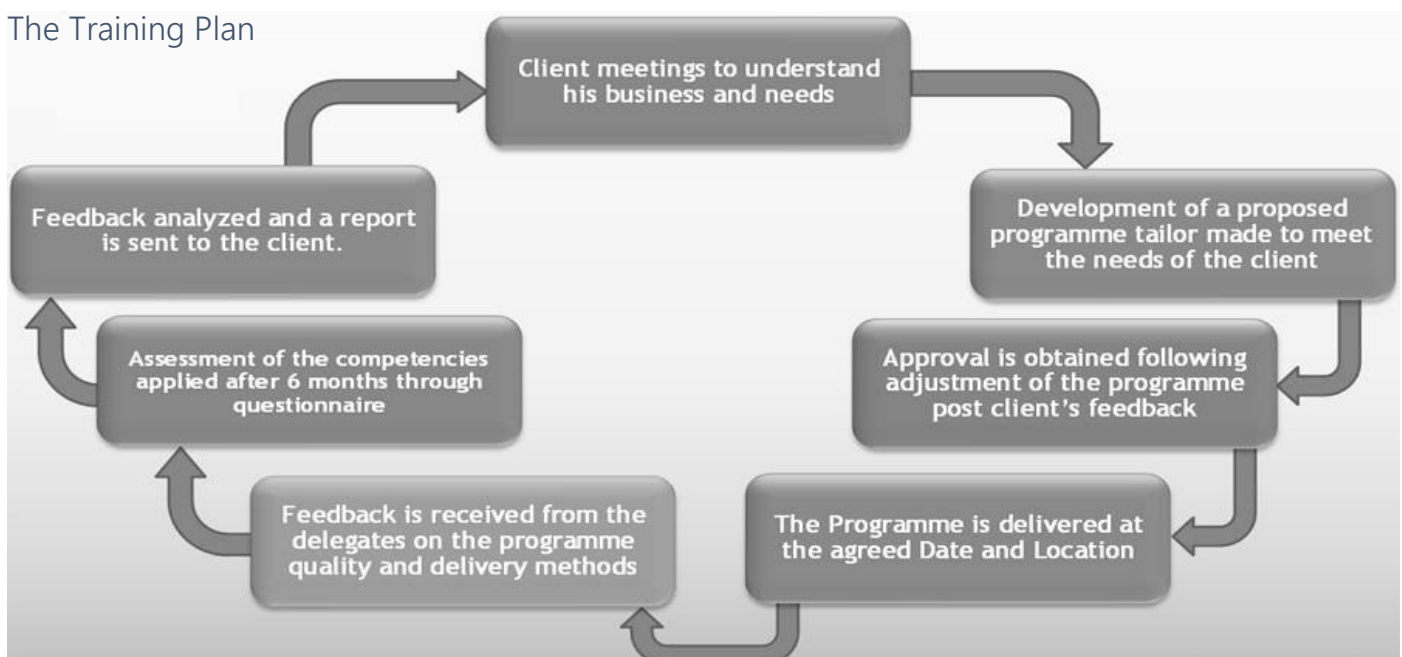
The Training Life-Cycle



Our training sessions are very practical, relevant and motivational. We keep our training sessions very interactive to ensure maximum learning opportunities. We always strive to meet our clients' training requirements by asking all our delegates to set their expectations at the beginning of each session and what other areas they would like covered on each topic.

Our training handbooks contain case studies, self-assessment and problem-solving exercises.

The Training Plan



Summary of Training Programs

Management & Development

- Recruitment and Selection Skills
- Tools, Techniques and Tactics for Effective Negotiation
- Delivering Value - Creating an HR Shared Service Centre
- High Performance HR - Business Partner and Change Agent Skills
- Building High Performance teams
- Corporate Governance (The King III Report)
- Coaching & mentoring
- Diversity Management
- Policy Development
- Employee relations
- Employment Equity
- Strategic Human Resources
- Change Management
- World Class Supply Chain
- Project Management
- Managing Project Teams
- Personal Effectiveness and Influencing Skills
- Strategic Leadership & Management
- Budgeting Procurement & Asset management
- Anticorruption & Professional Ethics
- Mastering the New Consumer Protection Act

Commercial Contract Management

- Business & Contract Law
- Effective Contract Management
- Drafting Commercial Contracts
- Effective Contract Negotiation
- Understanding and Drafting Standard Contract Clauses

Communication Skills Courses

- Assertiveness Skills
- Communication PR & Media Liaison
- Business Report Writing
- Personal Image Training

- Confidence Building
- Conflict Resolution
- Diversity Training
- Dealing with Difficult Behaviour / People
- Effective Communication Skills
- Minute Taking Training
- Presentation Skills
- Telephone Etiquette

Sales & Customer Services

- Customer services training
- Business Networking Skills
- Consultative Selling
- Introduction to Selling Skills Training
- Negotiation Skills
- Pitching for Business
- Sales for Non-Sales People
- Telephone Sales Training
- Complaint Handling- Remaining Calm under Pressure
- Service Delivery & Customer Care (Batho Pele)

Finance Courses

- An Introduction to Accounting
- Budgeting for Managers
- Finance for Non-Financial Managers
- Managing Accounts Payables and Receivables
- Risk management
- Project Finance

Wellbeing and Productivity Courses

- Time Management Skills
- Stress Management Training
- Project Management Techniques
- Speed Reading Techniques
- Work-Life Balance
- Work Ethics
- Retirement Planning

Health & Safety

- Advanced OHS
- Health and Safety for OHS Representatives
- Occupational Health & Safety Act (OHASA)
- Basic Hygiene
- Managing Fatigue
- Accident Investigation
- How to carry out general risk assessments
- How to complete an occupational stress assessment
- Fire Safety Awareness
- Fire Fighter
- First Aid
- Evacuation Plan
- HIV/Aids Workplace Programmes

Public Sector offering

- Policy development
- Fraud
- Supply Chain Management
- Public Service Delivery & Customer Care
- Ethics and Code of conduct
- Leadership Development Programme (Public Sector)
- Oversight, monitoring and evaluation- Safety and security
- Community engagement and consultation
- Corporate governance for public sector
- Delegation of Authority
- Team building
- GAAP
- Oversight, Monitoring and evaluation
- Disaster Risk Management
- Public Sector Financial Management and Reporting
- Compliance Training

Computer Based Courses

- Microsoft Office 2010/2013
- Introduction to Computers

Kelsey Events – Tailored Courses

Kelsey Events & Business Consulting offers a service of creating and designing customized training and development solutions to suit your exclusive needs or those of your organization. No organization is one and the same and each may experience distinct issues that require customized solutions. We refer these as In-house courses

KEBC will put together a tailor-made proposal based on your organizations' specific requirements. We can deliver the training solutions you need, at a location you choose, in a manner that suits you!

Why Choose Us?

- Generate ROI (value for money)
- Maximize training budgets
- At your Convenience
- Tailor made curriculum to suit your business needs

Get in touch with our sales team and receive a free quote on all your training needs.

Kelsey – Consultancy

Our experts in Human Resource Consultants will work with you to attract, retain and develop competent and loyal employees. We will advise on best practices in HR policy and planning so that valuable human resources are aligned with your organization's business objectives. Our consultants will be there to help you put strategies into practice, and fine-tune processes to fit your needs

Kelsey Events & Business Consulting provides a range of innovative and competitive research and management consulting services:

- | | |
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| ✓ Skills Audits | Implementation |
| ✓ Organizational Design and Development | ✓ HR Projects management, training and Impact Assessment |
| ✓ Job Evaluation and Job Profiling | ✓ Diversity Audits, training and consulting |
| ✓ Balanced Score Card Strategy | ✓ Policy Development |
| Implementation | ✓ Organizational Development Analysis |
| ✓ Competency Profiling | ✓ Team Building |
| ✓ Strategic Plan Facilitation and Workshops | ✓ Business Development Consulting |
| ✓ Performance Management System | |

- ✓ Innovative
- ✓ Experienced
- ✓ Trusted
- ✓ Qualified
- ✓ Tested

The Kelsey Team

We are a Solution-Driven organisation with customized program dedicated consultants to the essence of training and development. Give us a call today! Our specialized team of consultants will listen to your needs and come up with the best human development and training programs, coaching and consultancy for YOU. In order to deliver value to the clients we have a distinguished pool of vetted, tried and tested facilitators with international, regional and local experience running international projects to local based training interventions.

You have Our Word

We are committed to partnering with our clients and help them to unlock their employees' potential and expand human capital skills.

Committed to delivering excellent service, we focus on optimizing people effectiveness in the workplace and we will achieve this by ensuring behavioural competence in the areas of business management, customer service, human resources, administration, leadership and all other soft skills by providing dynamic, innovative consultancy, training and development services.

*"Simplicity, Efficient,
Trusted..."*





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