Training and Consulting

Click here to learn about our Employers' Guide to Good Industrial Relations Practice programme ROYTEC offers corporate training programmes and management consultancy services aimed at improving immediate performance and long term results for individuals and organisations. Such interventions include courses in supervision, customer service, project management, human resource management, real estate management, and marketing. In keeping with our vision to support corporate sector competitiveness, we also conduct On-Site Training Seminars that help create the most effective and measurable learning experience.Our Human Resource Development solutions do not end with the design and implementation of training programmes, but includes evaluation and continuous monitoring for achieving desired results. We are committed to a comprehensive approach to meeting the needs of our clients. ROYTEC can customize any of our existing programmes to suit particular organizational needs. Some of our programmes include :

Customer Service
- Customer Service Excellence

Human Resource Management
- Assertiveness Training for the New or Prospective Manager
- Conflict Resolution
- Critical Skills for Today's Manager
- Effective Supervision
- Managing Employee Performance
- Negotiating to Win

Finance and Accounting
- Detecting, Controlling and Avoiding Fraud: Forensic Accounting and Auditing Workshop
- Effective Internal Auditing
- Finance Workshops for Non-Financial Executives
- Financial Analysis
- Financial Modeling and Forecasting Workshop
- Fundamentals of Cost Accounting and Product Costing
- Fundamentals of Finance and Accounting for Non-Financial Managers
- Insurance and Risk Management Workshop
- The Essentials of Budgeting: From Creation Through Application

Purchasing and Contract Management
- Fundamentals of Purchasing for the New Buyer
- Inventory Management Techniques: Planning, Replenishment and Activities Control
- Purchasing and Supply Management

Communication

- High Performance Business Writing
- Report Writing
- The Power of Speech: Public Speaking and Oral Presentations

Administrative Professionals
- Annual Administrative Professionals Symposium

Corporate Governance

- Board Effectiveness
- Board Responsibilities and Relations
- Executive Performance and Compensation

- Financial Literacy
- Human Resource Essentials
- Leadership Strategy and Policy

Other Training and Consulting Programmes
- Cheque Fraud and Counterfeit Detection
- Fundamentals of Strategic Planning
- Intermediate Finance and Accounting for Non-Financial Managers
- Introduction to Project Management
- Real World Financial Decision Making: Applying the Tools of Corporate Finance
- Speech Writing
- Strategic Execution: Getting It Done
- Time Management Skills

For more information, please contact the Marketing Department as follows:
- Telephone:
(868)627-8553
ext. 2110, 2111
- E-mail:
marketing@roytec.edu or use our Contact Form
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