



*Olive Heritage Consultancy*

# Corporate Training Brochure





*Training environment  
conducive for learning*



## About us

Olive Heritage Consultancy Limited is a corporate training establishment that offers customized training programmes to individuals and organizations.

We are a UK approved institution that runs tailor-made courses to suit the needs of clients and we take pride in delivering maximum value.

Over the years, the quality of our training service has earned us a reputation of being consistent and thorough in our delivery. We do not focus on theories alone but are realistic and committed to modern learning structures.

Our slogan ..... for the next level is based on our understanding that, no matter your position or accomplishments in life and at work, there is always a next level that can be attained through training and re-training especially in our ever-changing world.

We work with a pool of experts in many fields to coach, mentor and train participants who return from our training programmes fully equipped for better performance at work.

We have undertaken series of programmes in Management, Leadership, Purchasing and Supply, Project Management, Accounting and Oil & Gas and we have received positive reviews and maintained our standard over the years.

## Other things we do

### Consultancy

We are great to talk to concerning capacity building needs of our clients.

### Facilitation

We can act to help you process training, coaching and mentoring programmes

### Team Trips

You can count on us to facilitate and host your group to memorable trips and tours. We have successfully hosted groups to memorable trips in the UK and Dubai with sightseeing, boat cruises and daytrips.

# Some of our most popular courses

## Course Category: Management & Leadership

| Course Title  | Duration | Location  |
|---|----------|-----------|
| Emotional Intelligence  | 5 days   | UK        |
| Leadership Excellence through Awareness and Practice (LEAP)     | 5 days   | UK/Dubai  |
| Effective mentoring at work                                     | 5 days   | UK/Dubai  |
| Individual and Team Development                                 | 5 days   | UK/Dubai  |
| Training & Training the Trainer ILM & NCFE Accredited           | 5 days   | UK        |
| Effective Team Building   | 5 days   | UK        |
| Managing for the first time                                     | 5 days   | UK/Dubai  |
| Managing People and Organizations                               | 5 days   | UK/ Nig   |
| Goal Setting and Performance Management                         | 5 days   | UK/ Dubai |
| Managing for Improved Work Performance                          | 5 days   | UK        |
| Management and Leadership: Focus on Team Mgt                    | 5 days   | UK        |
| Coaching and mentoring for success                              | 5 days   | UK        |
| Developing High Performance Teams                               | 5 days   | UK/Nig    |
| Women in Leadership   | 5 days   | UK        |
| International Public Sector Accounting Standards (IPSAS)        | 5 days   | UK        |
| Certificate in IPSAS  | 5 days   | UK        |
| Human Resource Management - Best Practice                       | 5 days   | UK        |
| Finance for Non-financial Managers                              | 5 days   | UK        |
| Presentation of Financial Statements                            |          | UK        |
| Accounting Policies, Changes in Accounting Estimates and Errors | 5 days   | UK        |
| Integrated Financial Management Systems                         | 5 days   | UK        |
| International Oil Supply, Transportation, Refining and Trading  | 5 days   | UK        |
| Public speaking for Managers                                    | 5 days   | UK        |
| Writing and Delivering Speeches and Presentation                | 5 days   | UK        |
| The HR administrators role                                      |          | UK        |
| Petrochemicals: Production and Trading                          | 5 days   | UK        |
| Petrochemicals and Refining for Non Technical Professionals     | 5 days   | UK        |
| Team and Partnership Coaching and Mediation                     | 5 days   | UK        |

# Our Training Approach

## Customized Courses

All you need do, is tell us what course or area of capacity building you would like for your staff and leave us to prepare you a course outline that we are sure will deliver the desired results. What is more? We have a pool of the best hands in different fields to coach and mentor your staff for improved work performance.

## Practical and True-to-Life

Over the years in our training practice, we have come to realise that adult learning for employees of organizations should not be based on only theories and models alone that do not reflect reality. That is why our training programmes are structured to be beneficial to our clients.

## Conducive Atmosphere

Our Training sites and set ups are always favorable and apt for learning.

## Training Schedule & Delivery

Our programmes run Monday through Friday - six hours per day over a week or two. Daily Tea breaks and lunch breaks are offered with time for interaction between participants and trainers.



## Training Materials

Olive Heritage provides each participant with a comprehensive set of learning materials and additional documents, both in hard and soft copies.

We use slides but encourage participants to listen more, be involved and take notes. We are also committed to soft skill development at all our training programmes.

For this approach, we have always been applauded and our sessions are interactive with exercises, case studies, skills development and the use of other modern tools to help develop skills. This is to help our delegates to remember all they have learnt.

## Our Courses

We offer customized training courses for clients within the UK, Dubai UAE and Nigeria and have repeated some following positive content and delivery reviews.

At Olive Heritage, we do not run a cast programmes structure or monthly calendar setup because we only run bespoke programmes which are arranged in advance with clients and customized with suitable dates, course title, content and locations.

It all begins from our clients telling us the course they would like us to deliver. We deliberate on the scope, duration and location of course..... then leave the rest to us!



## Some Reviews

*“One of the best trainings I have attended in recent times”*

- Z.A

*“I have attended many training courses, this is the best so far as there was no dull moment and the sessions are impactful”*

– K.U

*“Great course, well organized, great time”*

– C.C



# All Work & No play Tours & Sightseeing

At Olive Heritage, we believe in the saying that  
*“All work and no play is not good for the soul”.*

So we find a way around our programme so  
our participants can unwind!



Boat Cruise on River Thames – United Kingdom



Boat/Lunch Cruise - United Kingdom



Sight Seeing - Dubai UAE



Sight Seeing – United Kingdom



Tours - Dubai UAE

# Why Choose Us

## Bespoke Training

We pride ourselves in delivering tailor- made courses such that even when we deliver the same course to different organizations, the contents will not be the same, because they are always prepared to suit company needs.

## Value & Quality

We do not compromise with value and quality when it comes to training or tours. We focus on delivering maximum value and quality and our delegates have always rated us EXCELLENT not only for content and delivery but for every detail.

## Global Training Locations

We can provide the training you need, when you need it and where you need it. By this we mean, any course can be conducted by us at the location of your choice. We have successfully delivered training programmes in the UK, Dubai and Nigeria.

## Training for the next level

At Olive Heritage, we understand that, no matter your achievement, there is always a next level. This is why most of our courses are specially put together for our clients bearing in mind current levels and the next level, as there is always a next level. Our participants are sure to leave better equipped... for that next level.

## Interactive & Engaging Sessions

We incorporate interactive training into our learning strategy away from the old moving style of instructor-led only training. We realise that people tend to remember things more when they are involved in discussions and participate actively. This for us has turned out to be a more productive method especially for adult learners.



*Our trainers, who are experts in their fields, are engaged from our coaching pool to effectively deliver lectures.*





Olive Heritage Consultancy Ltd

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