

Short Courses in Newcastle with MTA NSW

2010

Course Title	Fees	Location	Time	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
OH&S Consultation (4 days)	\$550 (GST Free)	Newcastle	9:30am- 4:30pm		16, 17, 23, 24								9,10, 16, 17	
Testing and Tagging of Electrical Appliances (1 day)	\$260 (GST Inc)	Newcastle	9:00am -4:00pm	11	11, 25	8, 22	13, 27	10, 24	15, 30	12, 26	9, 23	7, 21	4, 18	2, 16
Customer Service (1/2 day)	\$185 (GST Inc)	Newcastle	9:30am- 1:00pm				18							
Leadership and Management workshop (1 day)	\$350 (GST Inc)	Newcastle	9:30am- 4:30pm								22			
Time Management & Delegation (1/2 day)	\$185 (GST Inc)	Newcastle	3:30pm – 7:00pm							25				
Vehicle Sales 2 day course	\$360 (GST Inc)	Newcastle	9:30am- 4:30pm					8 & 9						
Vehicle Sales Compliance (1/2 day)	\$185 (GST Inc)	Newcastle	9:30am –1:00pm								15			
Closing the sale & handling objections (1/2 day)	\$185 (GST Inc)	Newcastle	9:30am – 1:00pm							23				
Understanding Minimum Employment Entitlements (1/2 day)	\$185 (GST Inc)	Newcastle	9:30am – 12:30pm				9							

Also available with MTA NSW upon request:

- Manual Handling (1/2 day)
- OHS Induction (1/2 day)
- Return to Work Coordinator

Dates coming soon for:

- Mentoring & Coaching Apprentices
- Sales Managers Course

On-Site Training- Many of MTA NSW Short Courses can be delivered at your workplace, a small number of criteria apply for this. For further details please contact our Training Department on 02 9213 4222.

To register for a course or to find out more information

- visit <http://training.mtansw.com.au> or email training@mtansw.com.au or call 02 9213 4222