

# One Day Workshop on

## First Time Manager - Scale Up to Climb Up



**11th October 2022**  
**09:30 AM – 05:00 PM**

**Venue : MMA Management Center**

**Facilitator:**

**Mr.Premkumar Manavazhi**

The transition from being a stand alone contributor to becoming a manager is a step change in an individual's career. As you climb the ladder in an organisation the skills sets required in managing people has to be scaled up. During this one day session, the primary focus will be on providing principles, tools and techniques to transition from managing tasks to managing people. This workshop will focus on enabling individuals to cope with change when they move to a managerial role for the first time. The exercises and case studies in this session will provide a practical approach to the learning process. The importance of communication, delegation, team building and managing team performance will be emphasised in this program.

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# ***BRIEF OVERVIEW***

- Managerial Styles
- The Art of Delegation
- Managing Hierarchies and Matrix Structures
- Importance of Communication
- Managing Performance & Potential
- Basics of financial management
- Managing Time and Schedules
- Case Studies and Activities.

# ***SESSION CONTENT***



## **For Whom**

**Individuals who are transitioning to managerial roles**

**Individuals new to managerial roles**

**Executives who want to hone their managerial skills**

## **Key Takeaways**

**At the end of the course, you will be able:**

- **To handle change management**
- **To appreciate working in teams and tips on effective communication & collaboration**
- **To understand How and What to delegate**
- **To differentiate performance and potential**
- **To gain knowledge on mentoring process**
- **To understand numbers with focus on cost**

# **Facilitators' Profile : Mr. Premkumar Manavazhi**

- **B. Sc (University of Madras), B. Tech (Anna University), M.E (Anna University), Executive Management (IIMB)**
- **Gold Medallist from Anna University & IIMB**
- **Experience in Design, Operations, Supply Chain, Business Unit Management, Business Process Re-engineering & Lean Transformation**
- **Worked in Caterpillar Inc for 35 years in various leadership roles in India, USA and Thailand**
- **Leadership Thought Consultant**
- **Lean Coach with focus on business transformation**
- **Certified Lean Practitioner, Lean Thinker and Lean Leadership**
- **CPIM Certified from APICS USA**
- **Managerial Grid Program and Instructor Preparation Certified - Scientific Methods Inc. USA**
- **Charter Member of TiE Coimbatore**
- **Member of Madras Management Association & Palghat Management Association**
- **Widely travelled with understanding of diverse cultures**

# Fee Details:



**MMA Member Fee:**

**₹1800/-**

**(Plus 18% GST)**

**Non - Member Fee:**

**₹2250/-**

**(Plus 18% GST)**

**For Registration, Mail us to  
[mma@mmachennai.org](mailto:mma@mmachennai.org) with Your Name, Contact  
Number & E-Mail ID  
(Please await our advice before making Payment)**



We request you to mail the list of participants to [mma@mmachennai.org](mailto:mma@mmachennai.org) or call us at **044-28291133**.

We assure you that we would revert soon with confirmation and payment advice.

For more details and clarifications (if any), please contact any of the following,

- Kaushik G – 9677287329
- **Gp Capt R Venkataraman (Retd) – 9444700068**

We would be pleased to provide any other assistance required by you and we look forward to receiving your nominations at the earliest.

Thanks & Regards,

**Gp Capt R Vijayakumar (Retd), VSM**

**Executive Director,**

**Madras Management Association,**

MMA Management Center, New No 240, Pathari Road (Off Anna Salai),

Chennai – 600 006.

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# MMA Management Center

