



Presents a 2-Day Seminar

# PROFESSIONAL IMAGE & BUSINESS ETIQUETTE

*Develop self-confidence in the total image projected – communicate through Dressing, Voice and Body Language . . .*

**\*HRDF CLAIMABLE**



Wednesday, 27 March 2019 & Thursday, 28 March 2019

9:00 am to 5:00 pm

@Institute of Marketing Malaysia



**Presenter**

**Hanim Abdul Rahman**

I Trainer I Certified NLP Practitioner I  
I Certified Time-Line Therapy Practitioner I  
I Certified Professional Marketer, CPM (Asia) I

Certified internationally in Train The Trainer by T.Harv Eker (mentored by Blair Singer). With over 20 years experience in various fields of different industries, Hanim has developed multiple training modules and trained more than 50,000 employees in *Body Language, Professional Image (Ladies & Men), Social & Business Etiquette, Customer Relations, Telephone Etiquette as well as Personality Profiling* for both Corporate and Government sectors. Hanim is a founding member of Malaysian Association of Brand & Image Consultancy (MABIC) since its formation in 2010.

Learn to:

- Present confidently with professional appearance.
- Conduct and communicate effectively in meetings.
- Understand business etiquette and corporate courtesy.
- Enhance communication skills and create positive impressions.
- Build stronger business relationships with clients.

## WHO SHOULD ATTEND

An indispensable success tool suitable for managers striving to get the most from people, *The One Minute Manager*, customer facing individuals in sales and marketing related functions, VP, Managers, Team Leaders and Heads of Departments who need to present either upwards or downwards.

## COURSE FEE (for 2 Days)

**EARLY BIRD - RM900**  
*(Register and pay before 10th March 2019)*

**IMM MEMBERS – RM800 per participant**

**NON – MEMBERS – RM1,000 per participant**

**GROUP OF 5 & ABOVE – 10% Discount!**

**TO REGISTER PLEASE CONTACT:**

**INSTITUTE OF MARKETING MALAYSIA**

Telephone: 03 – 7874 3089 / 7874 6726

Fax: 03 – 7876 3726

Email: [imm.malaysia@gmail.com](mailto:imm.malaysia@gmail.com)

Website: [www.imm.org.my](http://www.imm.org.my)

## PROGRAM VENUE

**INSTITUTE OF MARKETING MALAYSIA**

Block C-3A, Sunway PJ 51A,

Jalan SS 9A/19,

47300 Petaling Jaya, Selangor Darul Ehsan.

Tel: 03 – 7874 3089 / 7874 6726

SUPPORTED BY :



ORGANIZED BY:



INSTITUTE OF MARKETING MALAYSIA



**REGISTER NOW**

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Trainer | Certified NLP Practitioner |  
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Please send completed form and payment slip to IMM via:  
Fax: 03 – 7876 3726 or Email: [imm.malaysia@gmail.com](mailto:imm.malaysia@gmail.com)

**SEMINAR FEE\*  
(FOR 2 DAYS)**

Kindly select your appropriate seminar fee:

- Early Bird:** RM900 per pax (*Register and pay before 10th March 2019*)  
 **IMM Members:** RM800 per pax.  **Non-Members:** RM1,000 per pax.  
 **Group of 5 & above 10% discount**

**IMPORTANT:** Payment has to be made at least seven-(7) days prior to event date. If you are not able to attend, a substitute participant is allowed at no additional charge. No refunds in partial or in full will be issued for any cancellation. Deferment to other seminar/event is possible subject to the discretion of the Institute.

**COMPANY & DETAILS OF CONTACT PERSON**

Organization/Company:		Type of Business:	HRDF Registered: [ Yes / No ]
Address:			Postal Code:
Telephone:		Fax:	
Website:		Email:	
Contact Person's Name:		Designation:	
Telephone (DID):	Mobile:	Email:	

[Please provide separate list for more than 5 persons]

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1.					
2.					
3.					
4.					
5.					

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**JomPAY** online at Internet and Mobile Banking with your Current, Savings or Credit Card account

**For Inquiry and registration, please contact:**

**INSTITUTE OF MARKETING MALAYSIA** (2568 Selangor)  
 Block C-3A, Sunway PJ 51A, Jalan SS 9A/19, 47300 Petaling Jaya, Selangor Darul Ehsan.

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