

MAJ (Retd) N BHARDWAJ

Trainer & Educationist

● ABOUT THE ORGANIZATION

NAMYA HUMAN RESOURCE AND SECURITY SOLUTIONS PVT LTD is an organization dealing with three major field's namely soft skill development, resettlement courses for defence personal and career counseling with respect to armed forces. Our firm is headed by Major (Retd) Neharika Bhardwaj. An Electronics and Communication Engineer by profession, she has worked as a lecturer in the engineering colleges, served as an Army Officer in the Indian Army and is now working towards better soft skill training

- For the college students to prepare them for the outside world of professionalism.
- For professionals to equip them further in rising up the ladder.
- For organizations to increase their efficiency and output.

She is in this field of training for 10 years. She has conducted training programs across schools, Colleges, Management Institutions, Hospitality Industries & other corporate sectors. She designs the training programs as per the client requirements and updates them so as to meet the future needs.

We make sure my training programs are easily understood by the participants. Our programs are full of Fun and Knowledge. We assure a positive & valuable change.

● HOW WE BENEFIT YOU IN THE ACHIEVEMENT OF YOUR AIM

● EDUCATIONAL INSTITUTIONS

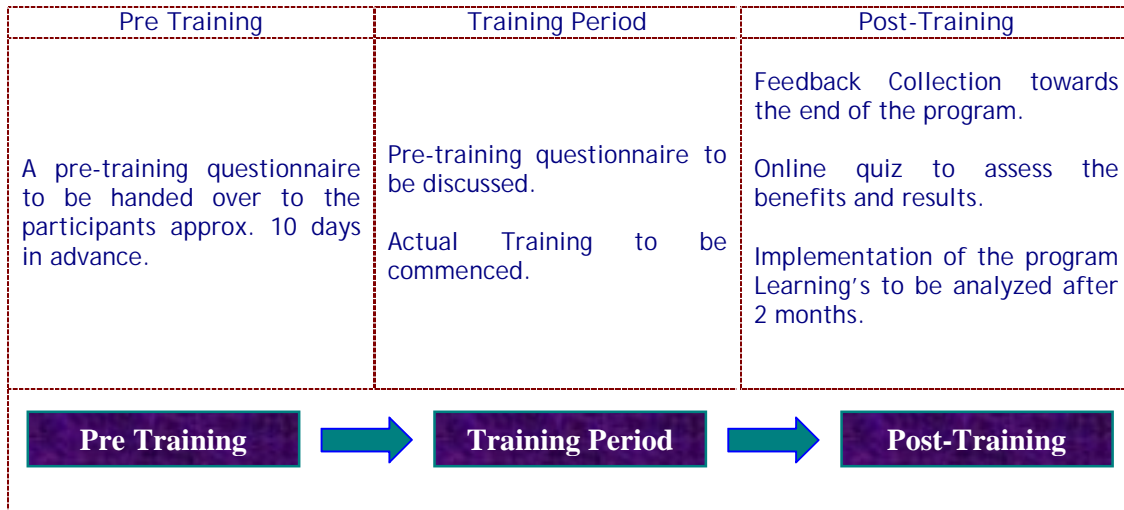
Our continuous endeavor is to support education institutes to train and create talents and establish its brand identity and become choice of students. Our well experienced team is aiming at bringing the required behavioral change in student by providing varied solutions such as soft skills building training, corporate inputs, general awareness, etc. Our Aim is to create a transition among students from Studious to Talented.

● PROFESSIONAL INSTITUTIONS

NAM soft skills provides a complete package that enables the students to develop interests and competence to set their professional goals. We do this by helping them to identify gaps and work on their individual strengths and the professional requirements as per the standards. It is our ability to relate comfortably with the individual's needs and help him / her to identify gaps and grow. We believe that each individual has his / her own core competence that

he / she needs to identify and sharpen. We help the individual to identify interest and competence and show ways and methods to enhance it. We provide such supports through one to one seatings , small group workshops and open house programs.

● **TRAINING METHODOLOGY**



● **HOW DO WE DIFFER IN TRAINING?**

- We teach from a wide experience.
- We share real life case studies which are easier to understand.
- We involve the students in excellent ice breaker games.
- Handouts with simple English are used.
- Continuous Post-Training support.
- Online support.
- Online quiz.
- Most importantly, I make participants enjoy the seminar.
- We understand the problems and provide appropriate learning.

● **TRAINING PROGRAMS**

<u>Student Programs</u>	<u>Corporate Programs</u>
Facing Interviews & Group Discussions	Organizational behavior
Team Work	Motivational Skills

Project Management

Manners & Etiquettes

Teach the Teachers

Choosing right career & Student Counseling

Public Speaking & Presentation Skills

Time Management

Campus to Corporate Orientation

Understanding Body Language

BPO Programs

Telephone Etiquettes

Leadership Skills

Voice & Accent Training

Handling Under-Performance

Appraisal Management

Performance Management & Enhancement

Absence Management

Leading & Managing People

Time Management

Creative Thinking

Confidence Building

Leadership Skills

Project Management

Social/Cultural Adjustments

Emotional Awareness

Advance MS Office

Performance & Enhancement

Team Building & Group Dynamics

Stress Management

Absence Management

Telephone Etiquettes

Fun at work

Conflict Management

Appraisal Management

Decision Making

Perception Management

Positive Thinking

Repairing Relationships

Feedback Mechanism

Coaching Leaders

How to be a Learning Organization?

Protocol & Business Etiquettes

7 Habits of Highly Effective people

Active Listening

And many other Client specific programs

- QUOTATION

Negotiable.

- CONTACT DETAILS

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"TAKE A FLIGHT TO DISCOVER YOURSELF"

