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If Only I Had More Time...I'd Be Organized!

This session helps participants take control of their time and increase their productivity, using the DiSC[®] Time Mastery Profile for individual effectiveness. It provides the tools necessary to prioritize major projects into doable tasks, minimize "time robbers," and identify ways to deal with distractions, eliminate interruptions, and set effective goals and priorities in terms of importance and urgency, allowing you to schedule tasks effectively. These tools will add more time to your day!

Registration may close 72 hours prior to a training session. Cancellations received up to 10 calendar days prior to the training session or beginning of the training series are refundable, less an administrative/materials fee. After that time, cancellations are subject to the registration fee.

December 14, 2017

8 a.m. – 11 a.m. • P•A•S Training Center
1401 19th Street, #110 • Kress Building
(southwest corner of 19th and "K" Streets in downtown Bakersfield)

\$195 per participant

If you would like to register one or more participants for this session, please contact our office at (661) 631-2165 or email us at Training4You@PASassociates.com.



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*Workshops are presented in the P•A•S Training Center OR on-site at your location!
We can customize any workshop for your team.*

