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**Communication in the Workplace**

*Effective Communication is key to working in any job – food service, retail, hospitality, and tourism.*

*This interactive* ***FREE*** *session will build on the Communication Skills*

*needed for all employees in today’s workplace.*

***On-line***

**A 2-week commitment from Oct 17th – 28th**

**Work at your own pace.**

**On-line discussions Monday/Wednesday/Friday for 1 hour**

* **Module 1: Thriving in the Ever-Changing Workplace**
* **Module 2: Clear Communication for Job Success**
* **Module 3: Navigating Conflict**
* **Module 4: Respectful Workplace**
* **Module 5: A Mindset for Success in the Workplace**

The Workplace Essential Skills Training Centre (WEST) in Dauphin is here to

provide targeted, short-term training.

**Dauphin WEST Centre – 138-B 1st Ave SW., Dauphin, Manitoba**

***Space is limited! For more information or to confirm your attendance:***

Stephanie Jaddock @ 204-572-0063 sjaddock@wem.mb.ca

**Funding provided by:**

The Government of Canada

The Manitoba government