

## Personal Development

**Full day workshops include... (all training programmes are run in-house)**

<b>Total Focus provides client orientated training in a secure yet stimulating environment, enhancing your personal and professional potential. At all times you are our Total Focus!</b>				
Assertiveness and confidence	Present YOURSELF			
CV and interview skills	Thinking outside the box – positive psychology			
Dealing with challenging people	Know your rights (legally)			
Job seeking skills				
<b>Total Focus is happy to design a bespoke training workshop to suit your needs!</b>				



*Why not have a look at our 1/2 day workshops and put two complimentary workshops together to make a full day's training*

**Total Focus**



**085 735 4446**



**support@totalfocus.ie**



**www.totalfocus.ie**



**11 Upper Pembroke St, Dublin 2**