



Manpower Development Centre
keeping your standards high



CELEBRATING SECRETARY'S DAY

Theme: "The Resilient Secretary"

08 SEPTEMBER 2023

WINDHOEK

ACTIVITIES OF THE DAY:

- Motivational Speeches
- Fun Teambuilding Activities
- Live Music Performance
- Teas and Lunches
- Surprise Appreciation Gift

Booking: 061 305 514 | 081 660 1837 | 085 773 8412
email: courses@manpowerdvp.com

Registration Form

Names of Attendee(s) and Positions

**Name of Company, Address
and Phone Number**

Name and Signature of Authoriser

Company Stamp



Secretaries Day

Friday, 8 September 2023

Programme:

09:00 – 09:15	Arrivals
09:15 – 09:45	Welcome and Introductions
09:45 – 10:30	Motivational Speech
10:30 – 11:00	Tea Break
11:00 – 11:30	Inspirational Speech
11:30 – 12:30	Fun Team Building Activities
12:30 – 13:00	Live Performance
13:00 – 14:00	Lunch
14:00 – 15:00	Gifts Presentation
15:00 – 16:00	End



Contact Us

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