



Talent Management and Succession Planning for Senior Management

January 23 - 24, 2019 | 9.00am - 5.00pm | Royale Chulan Damansara Hotel

FACILITATOR

Eli Wong has over 20 years of experience in managing human resources of diverse industries in both local and multinational organisations. She is privileged to have worked in a few notable companies such as BASF and Maersk Line. Her experience encompasses all aspects of HR at strategic and business partnering levels, with focus on leadership; performance management; talent & succession management; change management; organisation restructuring & design; compensation, benefits & rewards (CBR); and industrial- and employee relations. Having worked and led country and regional HR, she understands the challenges facing companies and employees as well as hidden opportunities. Eli believes it is crucial to capitalise on human resources for any organisation to achieve its goals. She also believes that, besides having aspiration to succeed, ability to differentiate and deliver extra-value proposition, companies need to live good values in order to continuously be successful in the market place; the same goes for people. Eli is passionate about coaching leaders in people leadership and performance management; training leaders and employees on personal development, career planning and transition; facilitate in talent and succession management; CBR matters and lecturing. She has trained leaders and employees from Malaysia, Singapore, Philippines, Indonesia and Vietnam. Eli had also been invited as panelist and moderator for various training and convention events like HR Training Development Asia; MIHRM Convention; Employee Rewards & Big Data Congress; HR Recruitment Interactive and Asia Recruitment Awards. Eli graduated from RMIT University (Australia) and lives in Kuala Lumpur. She enjoys traveling, good company, movies and food.

WHO SHOULD ATTEND

Directors, CEOs, Heads of Department, General Managers, Managers and anyone with a leadership position

IN-HOUSE TRAINING AVAILABLE

Registration is on a first-come first-served basis. Cheques made in favour of the "FMM Institute" should be forwarded one week before the commencement of the programme. Completed registration form, that is faxed, mailed or e-mailed to FMM Institute, would be deemed as confirmed.

All cancellations must be made in writing. There will be no charge for cancellation received 14 or more working days before the start of the programme. Cancellation received 7 – 14 working days before the start of the programme is subject to a cancellation fee of 50% of the course fees. Cancellation received 6 working days and below before the start of the programme is subject to a cancellation fee of 100% of the course fees. If the participant fails to attend the programme, the full course fees are payable. However, replacement can be accepted at no additional cost.

The FMM Institute reserves the right to change the facilitator, reschedule or cancel the programme and all efforts will be taken to inform participants of the changes. Should the programme be cancelled or postponed, FMM Institute is not responsible for covering airfare, hotel or other travel costs incurred by the participants.

OBJECTIVES

- Recruit the right talent for the right position
- Re-write job description in tandem with the strategic requirements of the company
- Determine alternative ways of motivation (other than money) to retain staff
- Develop and mentor staff
- Help staff in setting KPIs
- Conduct effective performance management
- Identify high performance individuals as "mentor" materials
- Design and implement a succession planning guide

CONTENTS

- Talent Management – Entry
- Talent Management – Retention
- Talent Management – Development
- Talent Management – Performance
- Talent Management – Pass It On
- Philosophy of Succession Planning
- Step-By-Step To Succession Planning
- Putting It All Together

ADMINISTRATIVE DETAILS

Dates : **January 23– 24, 2019**

Time : 9.00 am – 5.00 pm

Venue : **Royal Chulan Damansara Hotel**
2, Jalan PJU 7/3, Mutiara Damansara
47810 Petaling Jaya
Selangor Darul Ehsan

Fees : FMM Members – RM 2,400 per participant
Non Members – RM2,900 per participant

(Fees include course materials, Certificate of Attendance, lunch and refreshments)

*** Enjoy 10% for registration of two (2) and 20% discount for registration of three (3) or more participants from the same organisation and of the same billing source.**

For further enquiries, please contact:

Siti Nazihah / Azrini

FMM Institute

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Email: training@fmm.org.my

Visit us at: www.fmm.edu.my

REGISTRATION FORM

Talent Management and Succession Planning for Senior Management

January 23 - 24, 2019 (Wednesday - Thursday)

Royale Chulan Damansara Hotel

The Manager
FMM Institute
Tel: 03-62867200
Fax: 03-62776712

Please tick (✓) accordingly:
PSMB Scheme: SBL Non Contributor
Require vegetarian meal: Yes No

Dear Madam,
Please register the following participant(s) for the above programme:
(To be completed in **BLOCK LETTERS**)

1. **Name** **Designation** **E-mail**

Nationality **IC No.**

2. **Name** **Designation** **E-mail**

Nationality **IC No.**

3. **Name** **Designation** **E-mail**

Nationality **IC No.**

(If space is insufficient, please attach a separate list)

Enclosed cheque/bank draft No. _____ for RM _____

being payment for _____ participant(s) made in favour of the "FMM Institute".

Submitted by:

Name: _____

Designation: _____ E-mail: _____

Company: _____ FMM Membership No.: _____

Address: _____

Tel No.: _____ Fax No.: _____ Date: _____

My Corporate Identity No.: _____