

CUSTOMER SERVICE EXCELLENCE

1 DAY

- Provide premium service 100% of the time
- Be professional

Learn a framework for excellence

- > Rapport
- > Communication
- > Body Language
- > Telephone skills
- > Trust
- Managing Clients' Expectations
- Listenina
- > Empathy
- > Language

Customer Service has a designated 4 stage program

STAGE 1



ESSENTIALS

1 DAY

- + 2hrs virtual
- Sales 101

SALES

 Be a confident sales person

The fundamentals of sales

- Communication
- Questions
- > Phone techniques
- Commercial conversations
- Building relationships
- > Energy
- Mindset
- Listenina
- > Be the trusted advisor
- Engaging customers

VIRTUAL

- Manage expectations internally + externally
- Organisation / Time Management

STAGE 2



SALES **ACCELERATOR**

2 DAYS

- + 4hrs virtual
- 7 key areas of sales: how to find. create and convert each sale
- Be empowered. confident and motivated

Sophisticated selling techniques

- Advanced Telephone **Techniques**
- Mindset
- > Professionalism
- > Exploration
- Questions
- > Listen better, achieve more
 - Objections
 - Negotiation
 - > Business Development
 - > Presenting
 - Account Management

VIRTUAL

- > Resilience/stress management
- > Emotional Intelligence
- › Li
- > Video Conferencing

STAGE 3



Course 1: **BUSINESS DEVELOPMENT**

2 DAYS

 Essential for success, understand all elements of how to grow your business FAST

Business growth

- > Plan, prepare and execute
- > Taking action!
- Acquiring leads
- > Target clients
- > Creating opportunities
- > Cold calling
- Approaches
- > Relevance
- Timing
- Your message
- Converting techniques
- > Mindset
- > Reframes
- > Follow up

Course 2: PRESENTING

COURSE 2

PRESENTING

2 DAYS

 Confidence in all areas of the presenting process

Persuasive presentation skills

- > Plan and prepare
- > Structure
- > Audience
- > Communication
- Materials
- > The Message
- Influencing
- > Results
- Body language
- Styles
- > Eneray
- > Anchoring
- 4 Mat System
- Modellina
- Satir Categories
- > Confidence
- > Follow up

Course 3: **NEGOTIATION**

COURSE 3

NEGOTIATION

2 DAYS

 Negotiation tactics that get vou the best deal

Be armed with advanced skills and the right mindset

- > Preparation
- > Mindset
- > Styles
- > Tactics
- > Align
- > Techniques Understanding
 - > Persuasion
 - > Influence
 - > Buver position
 - › Value proposition

personality types

- > Reframes
- > Build Trust
- > Hierarchy
- > BATNA > Timing
- Anticipating their moves

SALES

2 DAYS

MASTERY

NLP Techniques

How the top

0.00001% of

sales people

communicate

most successful

salesperson you

Advanced selling

> Communication

> Eye patterns

- Buying

- Motivating

- Convincina

> State of Excellence

Meta programs

> Strategies

> Values

Awareness

Goal setting

Become the

know

techniques

> Rapport

> Mindset

think, behave and

STAGE 4

STAGE 5

LEADERSHIP

LEADERSHIP

1 DAY

Lead and manage your team to excellence

Driving team performance

- Motivating team
- > Empowering and inspiring others
- Mindset
- > Territory
- > Teamwork
- > Kev Performance Indicators (KPIs)
- Understanding personality types
- > Smart Goals
- Meetings
- > Learning styles
- Delegating
- Values
- Meta programs
- Coaching
- > Recruitment
- Modelling
- > Reframing