

Most people employed in companies already have many valuable skills, but truly great executives know that one can never stop learning and improving. This is why, besides learning languages to communicate more effectively with foreign contacts, there are many skills that one should have, in order to succeed in a corporate environment. No manager can afford to lag in terms of communication or presentation skills – in any language it may be.

ExeCom is aware of this need, and has designed special short courses to help train executives who would like to improve themselves in specific areas. Usually done as a short series of seminars, topics for executive coaching feature a variety of essential business skills, including:

**Executive Coaching** 

**Effective Presentations Skills** 

**Career Services** 

**Negotiation Skills** 

Effective Sales Techinque

Team Building

Time and Stress Management

**Business Computer Skills**