

Name of the Program
English for Business
Certified by Cambridge Training College

Program Summary:

This program focuses on Business English proficiency and business, communication skills such writing reports, letters and memos

Upon Completion of this program trainees will be able to:

1. Write reports and letters formally particularly for the business field.
2. By heart a large vocabulary of words mainly used in the business sector.
3. Understand customs in between different intercultural businesses
4. Compete and interview.

Targeted Trainees:

- Trainees who plan to continue their education and those who wish to get a better career

Duration in hours:

30 Hours