

UTCA ACADEMY OF PROFESSIONAL DEVELOPMENT **EFFECTIVE COMMUNICATION TRAINING**

February 15, 2017

Improving Employee Performance Is All About Communication

In the field when something goes wrong you can usually trace it back to mis-communication. Communication is a two-way process both sending and receiving are needed to be effective.

“What we have here is a failure to communicate.”

How often have you heard this expression or made the comment yourself? The most difficult challenge in today’s workplace is effective communication.

Join us for a day of “Action Learning” with a field tested process that has been developed over the past ten years working with people such as yourself. This process will address the following areas:

- **The impact of words, tone and body language**
- **Strategies to deal with “Barriers to effective communication”**
- **The power of effective listening**
- **Dealing with social media in the workplace**

This workshop is designed to be highly interactive and show how you learn best when engaged in the process. The content is customized to the participants and therefore relevant. Each participant will receive a workbook to support the training and will be provided breakout materials in the workshop. We will focus on what makes individuals successful.



*Serving New Jersey's Construction
Industry Since 1965*

**February 15th
8:30A.M.– 5.00 P.M.
Price \$300**

UTCA office is located at:

1670 Rte 34 N
Farmingdale, NJ 07727

[Click here for directions](#)

P:732-292-4300
F:732-292-4310

Or email Dan at dan@utcanj.org

Paul Anovick

**Business Owner, Entrepreneur
& Adjunct Professor at NJIT**

With over 35 years of business management experience in Sales and Operations, Paul has a wealth of practical knowledge along with a passion for business success. Paul's been directly involved with both startups and turn-arounds. As an entrepreneur, he has launched three successful companies in the past 20 years.

Paul's expertise includes executive coaching, leadership, strategic planning, streamlining and improving operational processes. His experience has enabled him to be known for the ability to adapt, innovate and effectively communicate with diverse audiences. Paul works with individuals through executive coaching, as well as companies and organizations. The results have led to an impressive client list over the past eight years of business. In the construction industry Paul has worked directly with companies such as J. Fletcher Creamer & Son, Ferreira Construction, HC Constructors, Crisdel Group, Aspen Landscaping, Atlantic InfraTrac and Hardman Construction, to name a few. Paul has facilitated for NJIT in Newark, NJ in conducting Leadership Programs for the University.

Please visit [Coach Anovick's](#) website for more details and connect on [LinkedIn](#).



UTILITY and TRANSPORTATION CONTRACTORS ASSOCIATION

Academy of Professional Development



PRESENTS:

EFFECTIVE COMMUNICATION TRAINING

Registration Form

Enclosed is our check in the amount of \$ _____ to cover registration costs of \$300.00 per person. If you need additional copies of this form, please photocopy.

Effective Communication Training Seminar

UTCA Office 1670 Rte 34N, Farmingdale, NJ

February 15, 2017
8:30A.M.- 5:00 P.M.

Please Type or Print Clearly

NAME

NAME

NAME

NAME

NAME

NAME

NAME

NAME

_____ PEOPLE AT \$300 EACH

TOTAL DUE \$ _____

COMPANY

CONTACT NAME CONTACT EMAIL

CREDIT CARD NUMBER EXP. DATE SECURITY CODE

NAME ON CARD SIGNATURE

CITY, STATE & ZIP PHONE

**FAX THIS FORM TO (732) 292-4310 OR EMAIL dan@utcanj.org
TO RESERVE YOUR SPOT AS SOON AS POSSIBLE!**

If paying by check, please mail to:
UTCA/NJ * P.O. Box 728 - Allenwood, NJ 08720