

## ABOUT US

Bangladesh is marching ahead at a galloping speed on its road to progress and is being labeled worldwide as a role model for development. Admittedly and understandably so, the country is already confronted with a growing need for professionals with knowledge and skills to match international standards and win over cutting edge competition. Our professionals are now required to compete at the international level and expected to meet ever-changing global standards.

It is with this end in view Arena Excellence was founded. It is a Dhaka based training institution located at the centre of a business hub of the capital. We aspire to make sure that all professionals are abreast with latest and state-of-the-art technologies in their respective fields. We are there to help them sharpen their skills and broaden their knowledge base as they grow in experience, bring out the best in them and make their journey to excellence faster and easier. To do so we meticulously design training calendars and interactive workshop schedules and pursue the policy of participatory training. We also design customized training plans to match our clients' demands and requirements by putting highest emphasis to quality and customer service.

We have a qualified and competent team of experts who understand and appreciate the importance of interactive and participatory training techniques and constantly evaluate the quality and effectiveness of our training models and try to improve the same.

Our aim is to develop and enhance the human capital of the country by imparting methodical training for professional development of manufacturing and service sectors. We believe that good management is also a vital component of economic development.

## VISION

To be recognized as a prime provider of highly skilled employable manpower to foster organizational growth and competitiveness and emerge as a dynamic and value based training institution with committed and skilled professionals indispensable for continuing growth of the country.

## MISSION

To strive to continually improve quality of management through high-quality skill enhancement and capacity building exercises that also make businesses uncomplicated, faster and simpler.

In the process we pledge to enhance organizational effectiveness by providing appropriate and efficient training programmes for working staff of industrial and commercial enterprises.

## SERVICES

We offer a wide range of services to help develop professionals of all fields and levels which include:

- Training programmes for on various disciplines to develop capacity building methodology.
- Web based real time ICT training to improve marketing including digital marketing, management and production efficiency.
- Analytical and practical training for different professionals including professionals working in banks and financial institutions to meet growing customer needs and enhance their professional competence.
- Training programmes aimed at creating in-house competent trainers for institutions and conduct trainers training programmes (TOT).
- Conducting tests for employee selection and performance appraisal and streamlining organizational structure.
- Customized training programmes on Human Resources, Marketing, Sales, Accounting and Finance, Project Management, Law, Information Technology, Leadership and Management Skills either at company selected premises or at clients' location.

## CORPORATE TRAINING

Client specific customized training on different disciplines, consultancy and advisory services on corporate affairs like matters of administration, marketing, finance, supply chain management, safety & security, or any other matter related to organizational growth and prosperity.

## OTHER SERVICES

- Sharing knowledge and experience and cooperating with similar institutions at home and abroad.
- Organizing seminars, symposiums, workshops, dialogues and conferences in furthering the objectives of the business organizations and NGOs.
- Helping the clients bring out and/or sponsoring clients' publications of different nature

# OUR FACILITIES

- One Dedicated Training Center with modern furniture and equipments 55 inch TV.
- monitor for projection.
- Air-conditioned training rooms.
- Modern computer lab.
- Own data center.
- 24/7 backup generator service.

## TRAINING PHOTOGRAPHS



# OUR FACILITIES

## Our Training Lab

Training lab	: capacity: 20 people
Multimedia	: 2 nos
Projector Power	: Redundant connection for continuous power supply
Wi-Fi facility	: Unlimited

### Location

99, Ambon Complex (12<sup>th</sup> Floor), AK Khandaker Road, Mohakhali, Dhaka- 1212



# OUR CORPORATE CLIENTS



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Arena Excellence

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