

NNABIZO KFT.
Cím: 1204 Budapest, Versec u. 9.
Cégjegyzékszám: 01-09-272339
Adószám: 22741444-2-43



KAPCSOLAT
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TRAINING PROGRAMME AND LOGS 2021

The health of the company's employees, the improvement of the quality of their work, as well as the legal obligations require us to organize trainings several times a year in the life of the company. The following educational processes are currently underway:

1. Work safety and fire education
2. Team-building events
3. Covid and the Pest Control
4. Online invoicing
5. HACCP guidelines
6. Mentor program
7. Gafta standards
8. Professional conferences
9. Annual performance reviews

Details of these trainings are provided in the table below. Due to the small size of the company, we also keep records of all trainings in the same table. In all cases, the training must take into account the skills, experience and specific job of each employee.

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#	Target audience	Frequency	Themes	Target	Type	Date	Participants	Signature	Comment
1.	Subordinates	In case of new employees / Annually	Work safety and fire education	-Legislative changes -Update current knowledge	Theory		József Szentesi		
							Zoltán Lukács		
							Sándor Botos		
							Katalin Máté		
2.	Full Team	Every year	Team-building	-effective motivation -management of team roles -management awareness	Offsite		Zoltán Nábrádi		
							József Szentesi		
							Zoltán Lukács		
							Sándor Botos		
							Katalin Máté		
3.	Full Team	Every half a year	Covid and a Pest service	- Precautions - Partners' internal Covid policies	Theory		Zoltán Nábrádi		
							Zoltán Nábrádi (id)		
							József Szentesi		
							Zoltán Lukács		
							Sándor Botos		
							Katalin Máté		
							Zoltán Nábrádi		
							Zoltán Nábrádi (id)		
							József Szentesi		
							Zoltán Lukács		
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4.	Management	When introducing a system	Online invoicing	Invoicing program management	Hands-on		Zoltán Nábrádi		
							Zoltán Nábrádi (id)		
5.	Full Team	When introducing a system	HACCP guidelines	Knowledge of policies	Theory		Zoltán Nábrádi		
							Zoltán Nábrádi (id)		
							József Szentesi		
							Zoltán Lukács		
							Sándor Botos		
							Katalin Máté		
6.	Subordinates	In case of new employee	Mentor program - practical work with the pest control supervisor	Learning to perform special pest control / gasification work	Hands-on				

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7.	Full Team	Every year	Gafta standard	Knowledge of major points / changes in standard	Theory		Zoltán Nábrádi		
							Zoltán Nábrádi (id)		
							József Szentesi		
							Zoltán Lukács		
							Sándor Botos		
							Katalin Máté		
8.	Full Team	Every year	Professional conferences	Updating professional knowledge	Theory		Zoltán Nábrádi		
							Zoltán Nábrádi (id)		
							József Szentesi		
							Zoltán Lukács		
							Sándor Botos		
							Katalin Máté		
9.	Annual Performance Evaluation	Every year	Self-assessment and feedback	Exploring areas of improvement	1:1 Talks		József Szentesi		
							Zoltán Lukács		
							Sándor Botos		
							Katalin Máté		

Responsible for the educational program:

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Zoltán Nábrádi (NNABIZO Kft.)
Program Format Updated: 02/01/2021