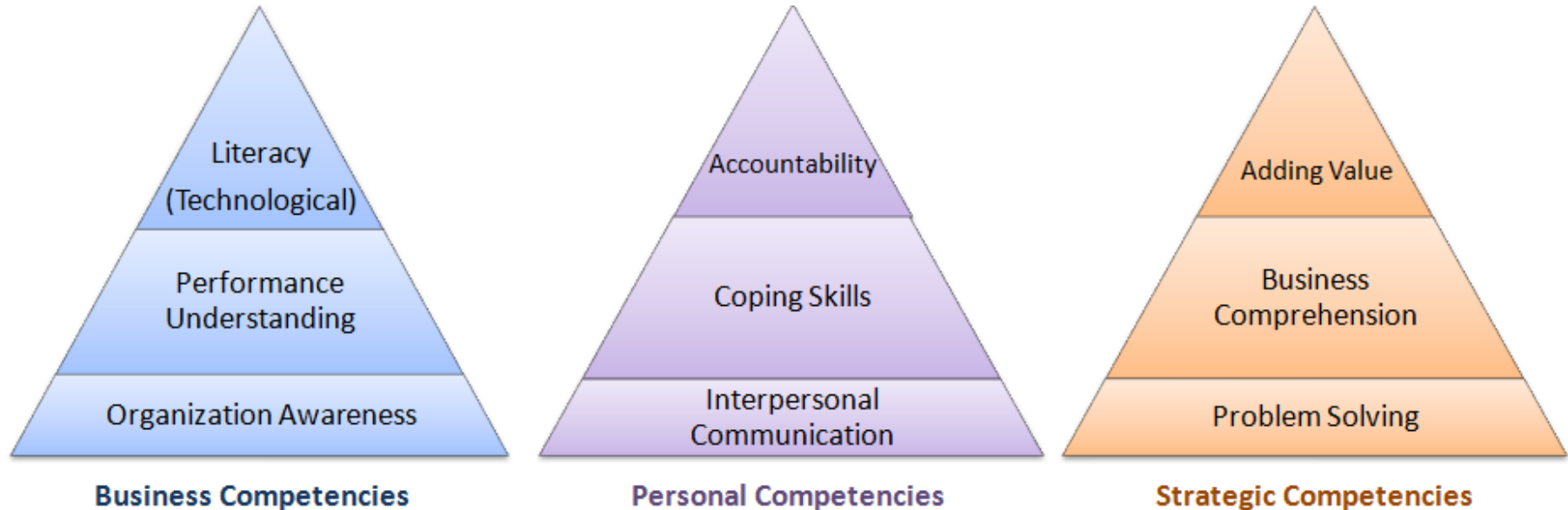


Professional Presence in a Casual World

How to Build Professional Skills through Personal Behavior

Competencies for the Future

Business is changing at a rapid pace. In today's competitive market, getting the job done right is not enough. You also have to produce better products, offer a higher level of service and achieve heightened professionalism. Consider the three Competency Dimensions with regard to yourself and how your competencies align with your organization. The Competencies that are working for you today might need to be re-addressed for future growth and development.



The information in this handout is intended to give an overview of one component included in the Professional Presence in a Casual World program, offered by [Employee Development Systems, Inc.](http://www.edsiusa.com) In this course, participants will discover how to:

- Apply professional behavior to the corporate culture within which they are working
- Function professionally within the structure of an organization according to its mission, vision and values
- Develop strong internal relationships to augment job performance
- Recognize daily actions that can detract from a professional image
- Understand the strengths and differences of team members and how to work with individual styles to maximum productivity
- Identify key elements to create an image that will enable them to reach their professional goals

To learn more about this course and other essential workplace programs that promote personal effectiveness and professionalism in the workplace, call 1-800-282-3374 or visit our website at www.edsiusa.com.

