

**COURSE
PROFILE:**

frontline kiwi



Finance for non-financial managers

Understanding basic business financial management is a key competency for managers in today's business world. Your job may require you to understand income statements, profit and loss accounts, balance sheets, spreadsheets and financial jargon. Knowing the importance of efficient cash-flow, budget management and revenue projections will help you to make a better contribution to your business. This course is designed for non-financial managers - cutting through the jargon to assist you in understanding and interpreting financial data. You really will find it fascinating—and extremely useful.

Course benefits:

- ▶ Improved confidence and performance amongst non-financial staff
- ▶ Improved profitability through focus on revenue and expenditure efficiencies
- ▶ Greater awareness and compliance with financial practices and processes
- ▶ Time saved through improvements in record-keeping

**Learning
Outcomes:**

- ▶ Understanding of key financial terms
- ▶ Understanding of budgeting and forecasting processes
- ▶ Interpret and analyse income statements, balance sheets and cashflow projections
- ▶ Improved awareness of effect of external influences on cashflow and profit
- ▶ Understanding of relevance and effect of debtors and creditors
- ▶ Improved record keeping skills
- ▶ Awareness of audit processes

Target Audience:

- ▶ Supervisors, Branch Managers, Departmental Heads, Team Leaders or staff identified for developmental programmes.

Course features:

- ▶ This is a two day course plus a follow-up assignment reporting on the application of new skills and knowledge back at work.

Course Fees:

- ▶ \$500 per delegate, includes tuition, course materials, assignment marking and follow-up, plus GST.