



**Hallmark  
Institute of  
Professionals**  
*Centre for Transformation*

## **CORPORATE TRAININGS & CALENDAR 2026**

## **BUSINESS AND HUMAN RESOURCE MANAGEMENT TRAININGS**



[www.hallmark.or.ke](http://www.hallmark.or.ke)



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	TRAINING	BENEFICIARIES	VENUE	CHARGES	DATE
1.	HR for NonHR Professionals	CEOs, General Managers, supervisors, Team leaders, Non HR Professionals & those desiring to refresh their knowledge	Nairobi	45,000	March 16th – 20th
2.	Effective Management & Supervisory Skills Training	Human Resource Management Practitioners and other Business Managers	Naivasha	70,500	April 13th – 17th
3.	Integration of Technology & Artificial Intelligence in Business Management	Everyone in Business	Naivasha	80,000	4th - 8th May
4	Safe Driving, Motor Autonomous Maintenance & Tyre Management, client relations and work place etiquette	Transport Logistics Managers, Drivers, Assistant drivers & Mechanics (Including conductors)	Nairobi	20,000	April 23rd– 24th
5	Advanced Excel & Artificial Intelligence Training	Finance Officers, Office Administrators, Client Service Officers & Business Development Executives	Machakos	70,500	May 11th-15th
6	Excellent Customer Experience, Stewardship, Ethics & Professional Etiquette	Front office Executives, office Administrators, Client Service Managers, Business Development Executives	Machakos	70,500	May 25th to 29th
7	Finance for Non Finance Professionals	CEOs, General Managers, supervisors, Team leaders, Non Finance Professionals, Office Executives & those desiring to refresh their knowledge	Nakuru	70,500	June 15th – 19th
8	HR Accounting, Metrics & Analytics	Senior HR Executives/Business partners, Finance Executives and Admin Executives	Naivasha	70,500	July 20th–24th
9	Mental Wellness & Counselling Psychology Congress	All HR Practitioners, Supervisors and Managers	Nairobi	10,000	July 31st
10	Integration of Technology & Artificial Intelligence in Business Management	Everyone in Business	Naivasha	80,000	August 3rd - 7th
11	Effective Communication and Meeting Managements Workshop	Client Service & Office Admin Staff, HR & Finance Officers, Admin officers & Executives	Kisumu	70,500	August 17 <sup>th</sup> to 21st
12	21st Century HRM; Technology & Generational Transitions Symposium	Human Resource Professionals & Practitioners at all levels	Mombasa	70,500	September 14th-18th
13	Stewardship & Ethics for Employees; Behaving like the owner	Top level & Mid-level Managers/Staff – Key Staff in every business including Parastatals	Mombasa	70,500	October 12th- 16th
14	Tax Compliance, Planning & Risk Management	Business Managers, Entrepreneurs, Finance Managers, Accountants & Auditors	Naivasha	70, 500	November 16th – 20th
15	Financial Management for SMEs. Profit/Non Profit Making & Donor Funded Projects	Business Managers, Non-profit Organizations/NGOs, Social Workers, Government employees	Mombasa	70, 500	December 7th – 11th
16	Legal Aspects of Property Acquisition, ownership & Estate Planning Training/Clinic	Married couples, Single Adults, Property Dealers & Owners, Trustees, Custodians, Clergy & Government Administrators	Nairobi	10,000	December 18th

**Agriculture House, 3<sup>rd</sup> Floor, Harambee Avenue, Nairobi.**  
**Nanyuki Campus, Silver Plaza, 2nd Floor, Nanyuki Town**