

A large, stylized orange letter 'e' that serves as a background element. It has a thick, rounded shape with a small pink circle at its top right end.

TRAINING CATALOGUE

A solid blue circle located in the bottom left corner of the page.

Welcome to the Future of Skills Development

At Exceptional Skills & Talent Consulting (ESTC), we believe that meaningful training is not about ticking a compliance box—it's about empowering people to lead, perform, and grow.

Since 2018, we've trained over 1,000+ professionals across Kenya and East Africa, delivering relevant, competency-based, and results-focused corporate training. From young professionals to senior executives, our courses blend technical content with leadership agility—giving your team what it takes to succeed in today's competitive world.

Accreditation: All our courses are recognized and approved by the National Industrial Training Authority (NITA).

Why Train with ESTC?

- 1 NITA Certified Training Provider**
- 2 Customized In-House Sessions Across Sectors**
- 3 Corporate-Focused Learning Objectives**
- 4 Results You Can Measure**
- 5 Post-Training Reports & Coaching Options**
- 6 Qualified Trainers from Diverse Industries**
- 7 Flexible Delivery**





Delivery Formats

Our flexible delivery structure ensures your teams learn where they are and how they work best:

In-House / On-Site Training

Custom sessions delivered at your office or preferred venue. Tailored to your team's industry, size, and pain points.

Open (Public) Workshops

Monthly public workshops in Nairobi and select counties. Ideal for individual bookings or small team participation.

Residential Retreat Format

Designed for leadership teams and board members—deep learning in a serene environment. Popular in Mombasa, Naivasha, and Nanyuki.

Virtual/Hybrid Delivery

Interactive, instructor-led training via Zoom/Teams with digital toolkits, quizzes, and session recordings.

Core Training Categories & Flagship Courses

Here's an overview of our most requested training themes, directly drawn from your company course list:

1. Leadership, Management & Governance

Leadership is the engine that drives performance and culture. Our programs develop visionary, resilient, and people-centered leaders.

Featured Programs:

- Leadership & Management Skills
- Strategic Leadership & Organizational Change
- Supervisory Skills Development
- Leadership for Women in Management
- Corporate Governance, Ethics & Board Effectiveness
- Public Sector Leadership Development

Ideal for: Executives, Managers, Team Leaders, Board Members

2. Human Resource & Talent Development

Human capital is your greatest asset. These programs help HR professionals evolve into business enablers.

Featured Programs:

- Strategic Human Resource Management
- Talent Management & Succession Planning
- Labour Laws, Compliance & Industrial Relations
- HR Metrics, Analytics & Decision Making
- Employee Relations & Performance Management
- Emotional Intelligence in the Workplace

Ideal for: HR Managers, People Officers, Line Managers, Admins

3. Customer Experience, Marketing & Sales

These programs are designed to sharpen your frontline and revenue-generating teams for a customer-driven, digital-first market.

Featured Programs:

- Customer Service & Relationship Management
- Front Office Management & Reception Skills
- Strategic Marketing & Branding
- Key Account Management
- Negotiation & Sales Closing Techniques
- Telephone Etiquette & Client Handling

Ideal for: Sales Executives, Customer Support, Marketing Officers, Frontline Admins

4. Office Administration & Executive Support

Your support staff keep the business running. These programs equip them with the soft and hard skills to support leadership and operations with confidence.

Featured Programs:

- Office Administration & Records Management
- Executive Assistant Training
- Effective Minute Taking & Report Writing
- Time & Priority Management
- Public Relations & Communication for Admin Staff
- Work Ethics & Organizational Etiquette

Ideal for: Executive Assistants, Secretaries, Admin Officers, Office Managers

5. Finance, Procurement & Compliance

This track helps technical teams drive better resource use, financial control, and operational transparency.

Featured Programs:

- Budgeting & Financial Management
- Public Procurement Procedures (PPADA)
- Financial Reporting for Non-Finance Managers
- Risk Management & Internal Controls
- Audit Compliance & Fraud Prevention
- Strategic Cost Management

Ideal for: Accountants, Finance Officers, Procurement Teams, Directors

6. Specialized & Sector-Specific Trainings

Our consulting team has developed targeted modules for unique industry needs in both public and private sectors.

Featured Programs:

- Monitoring & Evaluation (M&E)
- Proposal Writing & Grant Management
- ICT for Professionals
- Effective Communication & Team Building
- Retirement Planning & Financial Wellness
- Public Policy & Devolution Training
- Effective Stakeholder Engagement & Lobbying

Ideal for: NGOs, County Governments, Development Organizations, Donor-Funded Programs

How to Book Training

For In-House or Corporate Training:

Contact our Training Consultant
Share your learning goals and audience
Receive a tailored proposal and quote
Confirm delivery dates
Training executed with reporting and follow-up

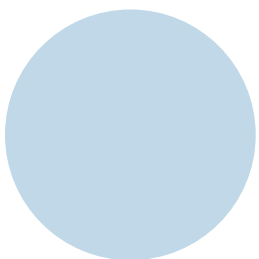
For Public/Open Classes:

Register your participant(s) online or via WhatsApp
Attend at our designated venues (Nairobi CBD or Westlands)
Receive certification & workshop resources

Ready to Train with Purpose?

At ESTC, we are not just training facilitators—we are growth partners. We align your people development goals with real business needs, using data, local insights, and global tools.

Let's work together to build capacity, confidence, and culture that lasts.



REACH OUT TO US

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**Nairobi | Kisumu | Mombasa |
Eastern Africa**

The logo for 'estc' features the letters 'e', 's', 't', and 'c' in a sans-serif font. The 'e' is red, 's' is black, 't' is black, and 'c' is orange. Below the letters is a light blue curved line resembling a smile. The logo is positioned on a white circular background that overlaps with a large orange arc and a smaller orange circle, all set against a background of overlapping orange, brown, and light blue shapes.

estc