



INDIAN INSTITUTE OF BANKING & FINANCE

Professional Development Centre, Eastern Zone, Kolkata

Programme (Virtual Mode) on

“Leadership & Team Building”

from 28.11.2023 to 29.11.2023

(Self- sponsored Candidates are encouraged to apply)



There is a big difference between being a boss and being a leader. A boss gives orders. A leader provides guidance. Leading doesn't just involve directing but involves counselling & guiding the team about how they can best work together. Team building also guides employees toward discovering the roles they are best suited to work smarter. The best leaders are the ones who take a teamwork approach to solving problems and completing work-related tasks eventually guiding teams find the best ways to cooperate and succeed at job tasks.

TOPICS TO BE DISCUSSED:

- ✓ **Leadership skills: Role of a Leader, Team Building, Motivating and Empowering Teams**
 - ✓ **Delegating with Control and change Management**
 - ✓ **Work Life Balance- Personal and professional challenges**
 - ✓ **Time Management and Prioritizing of responsibilities**
- ✓ **Overcoming Gender Bias and expanding horizon of personal & professional network**



INDIAN INSTITUTE OF BANKING & FINANCE
Professional Development Centre – Eastern Zone, Kolkata
NOMINATION FORM

Programme Title: - Leadership & Team Building

Mode of Programme: Virtual Mode Programme Date & Time 28-29 November, 2023

LAST DATE TO APPLY: 24.11.2023

Details of Nomination (to be filled by the Bank/FI)

Sl. No.	Name of Participant	Designation	Branch/Office	Contact No.	E-mail Id.
1					
2					
3					
4					

Fees Paid Rs. _____ UTR/Transaction No. _____ Date of Payment: _____

Name of Sponsoring Bank / FI: _____ GSTN of Bank/FI: _____

Address of the Bank/FI: _____

Phone/Mob. No. _____ E-mail id.: _____

Fees: Rs4,000/- per participant plus GST @18% aggregating to Rs 4720/- (In case of TDS deduction, please send us the TDS certificate). **(Kindly provide your GST Number in the nomination letter to facilitate the raising of Invoice)**

Program fees may be remitted to the credit of Institute's Bank Account as given below:-

- ✓ **Name of Account Holder:** Indian Institute of Banking & Finance
- ✓ **Name of the Bank Branch:** State Bank of India, Vidya Vihar (West), Mumbai.
- ✓ **Savings Account No.** 37067835940 **IFSC:** SBIN0011710
- ✓ **PAN No.** AAATT3309D; **GST No.** 19AAATT3309D2ZO, **State** - West Bengal

Nomination details may be submitted at the below mentioned address or by e-mails to:

Mr. Tusharendra Barpanda Zonal Head, PDC-EZ, IIBF Email: head-pdcez@iibf.org.in Mob. No. 9717005551	Ms. Samridhi Guha Jr. Executive, PDC-EZ, IIBF Email : je.pdcez2@iibf.org.in Mob. No. 8420475917	Ms Sneha Datta Jr. Executive, PDC-EZ, IIBF Email : je.pdcez3@iibf.org.in Mob. No. 9831637175
---	--	---

Correspondence Address: Indian Institute of Banking & Finance, PDC-EZ, Avani Heights, 2nd Floor, 59A, Jawaharlal Nehru Road, Near Rabindra Sadan Metro Station, Kolkata – 700020



INDIAN INSTITUTE OF BANKING & FINANCE
Professional Development Centre – Eastern Zone, Kolkata

NOMINATION FORM FOR SELF-SPONSORED CANDIDATES

Programme Title: Leadership & Team Building

Mode of Programme: Virtual Mode **Date:** 28-29 November,2023

LAST DATE TO APPLY: 24.11.2023

Sl. No	Name (Mr/Mrs/Ms)	Designation	Contact No. (Mobile)	E-mail (PERSONAL)	Address (personal)	UTR NUMBER
1						

Name of Bank/ FI employed with: _____

Address of Bank/ FI employed with: _____

FEE : Rs4,000/- per participant plus GST @ 18% i.e. Rs 720/-aggregating to Rs 4720/- (In case of TDS deduction, please send us the TDS certificate).

Programme fees may be remitted to the credit of Institute's Bank Account as below:

- ✓ **Name of Account Holder:** Indian Institute of Banking & Finance
- ✓ **Name of the Bank Branch:** State Bank of India, Vidya Vihar (West), Mumbai.
- ✓ **Savings Account No.** 37067835940 **IFSC:** SBIN0011710
- ✓ **PAN No.** AAATT3309D; **GST No.** 19AAATT3309D2ZO, **State** - West Bengal

CONTACT DETAILS:

Mr. Tusharendra Barpanda Zonal Head, PDC-EZ, IIBF Email:head-pdcez@iibf.org.in Mob. No. 9717005551	Ms. Samriddhi Guha Jr. Executive, PDC-EZ, IIBF Email : je.pdcez2@iibf.org.in Mob. No. 8420475917	Ms Sneha Datta Jr. Executive, PDC-EZ, IIBF Email : je.pdcez3@iibf.org.in Mob. No. 9831637175
--	---	---

CORRESPONDENCE ADDRESS : Indian Institute of Banking & Finance, PDC-EZ, Avani Heights,2nd Fl., 59A, Jawaharlal Nehru Road, Nr. Rabindra Sadan Metro Station, Kolkata – 700020
