



Karen Livey

Karen's 20 year career has gone through many phases as she moved from teaching in a secondary school, through a range of different business environments to that of further education and onto training adult learners. During her time in private enterprise, Karen successfully managed a high-pressured company encompassing her learning with practicality in strategic and operational planning. Currently, Karen works in the private sector as a senior consultant training in areas such as Frontline Management, Project Management, Contracting and Purchasing. She has also developed some training and assessment guides for Australian Business Skills Centre in accredited courses. As well as this, she is involved in managing and developing industry-based training in Perth.

Karen brings this valuable experience into her training as she incorporates current adult learning strategies in the classroom marrying the theoretical knowledge with the "can do" needs of the workplace. Her knowledge and skills from working in both the private and public sectors, makes it possible for Karen to introduce learners to a hands on approach for improvement. Time and again Karen has proved her worth in her enthusiasm and professionalism both in and out the classroom by motivating participants to put their learning into practice.

Karen can assist your business in the following areas:

- Influencing and Negotiation Skills
- Managing Performance
- Leadership Development
- Organisational Skills
- Business Writing
- Workplace Mentoring
- Coaching Skills
- Effective Communication Skills
- Excellence in Service
- Telephone Excellence
- Successful Recruitment Strategies
- Presenting with Confidence
- Essential Sales Skills
- Sales Skills - Advance
- Sales Management
- Selling over the Phone

Qualifications and Accreditations

- Bachelor of Art – University of Natal
- Post Grad Secondary Teaching Diploma – University of Cape Town
- Masters in Business Administration – Open University
- Diploma of Project Management – APMM
- TAA40104 Certificate IV Training and Assessment

Professional Memberships

- Training and Development Association
- APICS



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