

## EFFECTIVE TIME MANAGEMENT FOR MANAGERS

TUESDAY, 26th February 2008  
From 8:30am to 11:30am

at Apollo Education & Training  
26 Phung Khac Khoan St., District 1, HCMC

How to prioritize and delegate?

An introduction to the 80-20 rule for Time Management

Conducted by **Raymundo Jeziel** in Vietnamese

An experienced manager and trainer with experience  
in financial services and the leisure industry,  
both abroad and in Vietnam

**\$20 for members**

**\$35 for non-members**

Contact Jakki or Uyen for information at BBGV,  
25 Le Duan, District 1, Tel: 829 8430

Email: [membership@bbgv.org](mailto:membership@bbgv.org)  
or you can register online at [www.bbgv.org](http://www.bbgv.org)

Co-hosts:



Cancellations accepted up to 24 hrs before the event,  
after which 'no show' will be charged due to obligation with venue.