

# PEOPLE AND BUSINESS DEVELOPMENT

## ACTION RESOURCES LIMITED

### People & Business Development

Action Resources Limited was established in 1999 as a strategic personnel, training and change management service provider. Our main interest is to assist organisations large and small to achieve performance through people thereby exceeding "bottom line" expectations through the systematic implementation of bespoke training and personal development solutions.

The Action Resources Team is particularly experienced in offering counselling services to organisations and to individuals. We run public courses from time to time as well as in-house outplacement clinics and "job shops". We also network with business coaches and mentors who operate up to and including Chief Executive and Company Board levels. Telephone Roger Phillips, Managing Director, to enquire about our individual approach to the provision of these services.

To complement our core business, and to enable us to enhance the support service we can provide, Action Resources Limited also holds two significant franchises that could really make a difference within your organisation.

One is for a product called K-Frame®, by cotoco Ltd. This is an eBusiness Innovative Award winning strategic knowledge management software system, which really needs to be demonstrated to appreciate its true value. The other is for personal and team effectiveness products and courses from Time/system (UK) Ltd, to whom Action Resources Limited is an accredited Training Partner.

## OTHER LEAFLETS IN THIS SERIES

### Action Resources Limited

Leaflet ARL01-01/01

### Personnel and Training

Leaflet ARL02-01/01

### Recruitment Registers

Leaflet ARL03-01/01

### Search and Selection

Leaflet ARL04-01/01

### The Motorsport Network

Leaflet ARL06-01/01

### Management Development in Motorsport

Leaflet ARL07-01/01



*Performance through People*

[www.actionresources.uk.com](http://www.actionresources.uk.com)

## ACTION RESOURCES LIMITED

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## ACTION RESOURCES LIMITED

### Kframe

*The eBusiness Innovation Award winning, strategic knowledge management system from cotoco Ltd*

Action Resources has become an agent for K-Frame® the unique knowledge management tool. Last year, cotoco won the two most prestigious eBusiness innovation awards in Europe.

K-Frame® works by unlocking the hidden asset value of the knowledge within your organisation.

K-Frame® can assemble complicated technical and sales data, for example, in an exciting user-friendly CD format. It can also help you to communicate succinctly and consistently across a dispersed or multi-site workforce. A rapidly growing number of organisations are now using K-Frame® to maximise bottom-line performance.

This is not 'just another piece of software'. This system just has to be seen for you to appreciate its potential impact upon your operation.

**LET US COME AND SHOW YOU**

## ACTION RESOURCES LIMITED

### Time/system

#### *For Personal and Team Effectiveness*

Take time to plan your own success story with supporting Products and Courses from Time/system (UK) Ltd

#### Practical Planning Tool

- Dynamic
- Easy to follow
- Flexible
- Uncomplicated
- Logical
- Methodical
- Effective

#### Time Management Training

- Prioritising Activities
- Effective Communication
- Managing Meetings
- Handling Interruptions
- Dealing with email
- Stress Busting

Action Resources Ltd is one of very few accredited Training Partners for Time/system (UK) Ltd. Call us now for details of a course near you.

**[www.actionresources.uk.com](http://www.actionresources.uk.com)**

## ACTION RESOURCES LIMITED

### Our Credentials

**Roger Phillips** has been involved in managing people at the strategic level for over 30 years. He is a former Director of such companies as B & Q plc, Toys 'R' Us (UK) Ltd, and C & J Clark Ltd. For 7 years he was Chief Executive of Somerset Training and Enterprise Council – one of the most innovative such organisations in the UK. He has immense commercial experience and adopts a practical, hands-on approach. Roger holds a degree from Oxford in Philosophy, Politics and Economics and has a Diploma in Personnel Management. He has been a Member of the Employment Tribunals in England and Wales since 1989.

**Janet Phillips'** entire career has been in personnel and training management and for a number of years she has lectured in a range of management subjects. She is regarded as an accomplished trainer and mentor of people at work with a particular reputation for competency-based development and performance management. Janet holds a degree from University College, London, in Economics and also has a Diploma in Personnel Management.

*Both Roger and Janet are Fellows of the Chartered Institute of Personnel and Development (CIPD)*

**Helen Bennett** has a strong Customer Service and Retail background and is experienced in promotional marketing. She offers support to Roger and Janet by coordinating all activities of the business and will often be your first port of call. Helen holds a degree from the Manchester Metropolitan University in Clothing, Marketing and Distribution.