



## PROFILE

A highly skilled and experienced Soft Skills Trainer with expertise in delivering dynamic, engaging workshops focused on personal and professional development. Adept at creating tailored training programs to meet organizational needs, both in-person and virtually. Proven ability to enhance employee performance, foster collaboration, and promote a positive work environment through effective coaching, mentoring, and interactive learning techniques.

## SKILLS OFFERED

### 1. Training & Facilitation Skills

- Workshop Design & Delivery
- Virtual Training Facilitation

### 2. Coaching & Mentoring

- Blended Learning Programs
- Executive Coaching
- Performance Improvement

### 3. Assessment & Evaluation

- Training Needs Analysis (TNA)
- Program Evaluation
- Feedback Techniques

### 4. Soft Skills Specialization

- Time Management
- Resilience & Stress Management

# MADHURA KALE

Soft skills coach and Image consultant

## CONTACT ME

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## ➤ TRAINING EXPERIENCE

### ➤ **Communication Trainings for Volkswagen Group Technology Solutions India (VWITS)**

Took trainings with activities for individuals from corporate sector on the topics -

- Verbal and Non-verbal Communications
- Written Communications
- Communicating with impact

### ➤ **Communication and Time management Trainings for K2V2 Technologies Pvt. Ltd.**

Took trainings with activities for individuals from corporate sector on the topics -

- Verbal and Non-verbal communications
- Presentation skills
- Time and Priority management
- Accountability and Ownership

### ➤ **Language Development Trainings for Avegen India Pvt. Ltd.**

- English development trainings for individuals from corporate sector
- Communication and leadership skills trainings for individuals from IT sector

### ➤ **Communication and Telephone etiquettes Trainings for Haze-Busting Consultancy Services**

- Telephone etiquettes trainings for individuals from corporate sector
- Communication and presentation skills trainings for HR consultants

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## TRAININGS OFFERED

1. Leadership Development
2. Team Building & Collaboration
3. Communication Skills
4. Emotional Intelligence
5. Time Management & Productivity
6. Customer Service & Client Interaction
7. Diversity, Equity, & Inclusion (DEI)
8. Change Management
9. Stress Management & Resilience
10. Self development and Self presentation

## TRAINING EXPERIENCE

- **Communication skills and Customer care skills for bank employees**
  - Enhanced communication, body language and customer care proficiency for bank employees during tenure at Vieena Image Management and Consulting.
  - Collaborated on content creation for program modules aimed at enhancing communication and customer interaction
- **Content creation and story writing for academia**
  - Developed reading comprehension and grammar material for academic textbooks across different grade levels
  - Collaborated with an international publication to design and produce English Textbook series aimed at students in grades 4-6
  - Crafted captivating stories to enrich educational material in English language textbooks
- **Interview skills and Self grooming skills for MBA students of D.Y.Patil School of Management**
  - Simulating real interview scenarios to build confidence.
  - Analyzing performance and giving constructive feedback.
  - Sharing tips on self-presentation and grooming for interviews
- **Communications Trainings for MBA students of MIMA Institute of Management**
  - Conducted training sessions on English Language and Communication Skills for MBA students.
  - Led an Orientation Program for first-year students, emphasizing objectives such as team building and leadership development