



## Wanda Bronkhorst

Executive Director & Owner of UAE Office



After she completed a Social Science degree (Psychology and Communication) at the University of the Orange Free State, Wanda started her career in IT when she joined the Denel Group working at Denel Informatics. Later she moved to Affinity Logic (UCS Solutions) and from 1997 until 2000 held a variety of roles from Customer Service Agent to System Administrator. Thereafter, she progressed to the IT projects team. The Company then approached her and asked her to set up a support team for all e-Commerce applications across all clients. In 2002, her role changed again to Client Service Manager, managing end-to-end business solutions across a full range of IT operations for two main clients. After moving to Dubai in 2004 and spending some time at home with her two young children, she joined the Priority Management team in 2007. Priority Management provided the perfect opportunity to combine her background in IT, with her education, work experience and her love for helping others. As a Regional Director and joint-licencee of Priority Management and GM of the UAE operating company (Working Smart Management Consultancies), Wanda now facilitates, coaches and ensures the smooth running of Priority Management in the MENA Region.

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## Workshop Key Objectives

- What impacts Productivity?
- What are the Working Sm@rt behaviors?
- What are the Productivity Pirates that steal our time?
- What can we do about interruptions?
- What are the Global Meeting challenges and solutions
- What are the best practices for better Planning?
- Live application: How to manage your emails

**IMPORTANT NOTE:** Members are required to bring their windows laptop with MS Outlook for this session to apply the required customization

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