

# BUSINESS SKILL BASICS

HCM : 15-16/1/2026

HN : 19-20/1/2026

- ✓ Why do Japanese people always have strict punctuality?
  - ✓ What do Japanese enterprises want and what do your superiors expect from you – Do we actually understand each other?
  - ✓ Why does your company usually have rotation at work?
- ➔ How does it affect your chance of promotion? Can you answer all of the above questions exactly?

## OBJECTIVE

- Understanding the knowledge, professional business manner and how to work effectively in a Japanese company.
  - Understanding the superior's thinking and expectation in work, hence increasing the efficiency in mutual communication.
  - Understanding Hou-ren-sou skills (Report - Contact - Discuss) and being able to apply effectively in the work.
- ⇒ Increase productivity and promote personal ability to the fullest.

## TARGET

- Staff
- First-line Manager
- Middle Manager
- Top Manager

## 2-DAY TRAINING

Understanding culture and working style in Japanese enterprise

### Part 1 : First, let's work as a professional!

~ Basic knowledge of a businessman ~

- Awareness of corporate business activities and its purpose
- Following corporate regulations/ rules
- Teamwork
- Customers First

### Part 2 : Understand the thinking and expectation of Japanese superiors!

~ The differences in working style between Japanese & Vietnamese people ~

- Japanese way of thinking and executing business
- Vietnamese way of working: Strength and Weaknesses
- The discrepancy and how to erase it

### Part 3 : Understand the management style of Japanese enterprises and make full use of chance to get promoted !

~ Compare Japanese enterprise & Europe-American enterprise (Vietnamese enterprise) ~

- Recruitment and rotation
- Working environment and culture
- Task and responsibility assignment method, decision making method

### Part 4 : Summary & Action Plan

~ Problems relating to Vietnamese working style under the assessment of Japanese enterprise ~

※ The above content is subjected to change without any prior notices

1

The training program is specially designed for Japanese businesses, meeting the needs of improving the quality of human resources in the company.

2

The team of Vietnamese trainers are highly skilled and experienced in teaching, with extensive practical experience working in Japanese companies.

3

The training format and environment are dynamic, encouraging active participation, feedback, and discussions from the participants. There are practical topics applied after the course.

WHY  
CHOOSE  
AIMNEXT



AIMNEXT  
Professional Training & Consulting



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In charge Ms. Loan Anh (English, Vietnamese)  
Mr. Nagayoshi Tasuku (Japanese)



## TRAINING TIME & VENUE

Ho Chi Minh 15-16/1/2026 (Thu – Fri)  
Time: 8:30 ~ 16:30  
Venue: T Floor, Nam Giao 1 Building,  
261-263 Phan Xich Long, Cau Kieu Ward

Ha Noi 19-20/1/2026 (Mon – Tue)  
Time: 8:30 ~ 16:30  
Venue: 12F, Indochina Plaza Tower,  
241 Xuan Thuy, Cau Giay Ward



## TRAINER

Ms. T. T. T. THUY

- Graduated Master of Business Administration (MBA) from the CFVG (Centre Franco-Vietnamien De Formation à La Gestion)
- More than 17 years working experience in supply chain planning, training, coaching and KAIZEN activities in Japanese company and European company.
- Major in : soft skill, Business Skill Basics in Japanese Companies.



## COURSE INFORMATION

[Language]  
[Fee]

Vietnamese  
**5,400,000 VND/person**  
(Lunch for 2 days incl., VAT excl.)  
**For company with 2 – 4 participants, training fee is discounted 5%; with 5 or more participants, discounted 10%.**

[Method]  
[Participants]

(Applied separately for training in HCM and in HN)  
We applied offline training  
HCM: 28 people – Ha Noi: 30 people  
(First-come, first-served basic)

[Registration]

Fill in the attached “Application form” and send to AIMNEXT via Email (training-vn@aimnext.com)