

# Zigma Consulting®

## **Effective administration of daily operations Workshop**

### **Objective:**

The participants will acquire the necessary practical skills to effectively manage day-to-day operations.

### **Duration:**

12 horas

### **Date:**

From November 08th to  
November 09th of 2024

### **Schedule:**

Viernes 8 y Sábado 9 de noviembre del 2024.

Viernes de 3:00 p.m. a 9:00 p.m. y Sábado de 8:00 a.m. a 2:00 p.m. Hora Local Nogales, Son. (GMT-7).

### **Location:**

Sala del Centro de Negocios del Edificio de Vinculación de la Universidad Tecnológica de Nogales (UTN). Ave universidad 271, Universitaria, 84097. Nogales, Sonora.

# Investment:

## Sign Up Process:

- Click the link below and fill out the form

[www.zigmaconsulting.com/programs/941/sign-up](http://www.zigmaconsulting.com/programs/941/sign-up)

- It is important to make your payment on time and provide your complete fiscal data. Your invoice will be generated in the first 7 business days after the date your payment is made. Your registration process will be confirmed once we receive via email your proof of payment. ([cvaldes@zigmaconsulting.com](mailto:cvaldes@zigmaconsulting.com))

## Forms of Payment:

**Bank transfers** or **check deposit** using the following data:

- **Name:** Brenda Sofía Chávez Mézquita, (Partner, Zigma Consulting)
- **Bank:** Banorte
- **Account Number:** 0685766565
- **Interbank CLABE:** 072 760 00685766565 6

Further Information:

Carlos Valdes

CEO, Zigma Consulting

[cvaldes@zigmaconsulting.com](mailto:cvaldes@zigmaconsulting.com)

Telephone +(52) 662 208 2849

Mobile +(52) 1 662 222 7865

[www.zigmaconsulting.com](http://www.zigmaconsulting.com)