

Announcement: Retail Skills Development Workshop

Dear Team,

We are excited to announce an upcoming Retail Skills Development Workshop designed to enhance your skills and improve our customer service quality.

Date: March 15, 2024

Time: 10:00 AM - 4:00 PM

Location: Community Center Conference Room

This workshop will cover various topics including:

- Effective Communication Techniques
- Customer Engagement Strategies
- Product Knowledge and Upselling
- Problem Solving and Conflict Resolution

Please RSVP by March 1, 2024, to confirm your attendance. We encourage everyone to participate and take advantage of this opportunity for personal and professional growth.

Thank you for your commitment to improving our retail team!

Best regards,

[Your Name]

[Your Position]