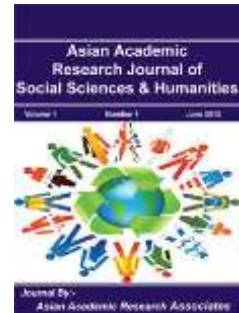




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**EMPLOYMENT TRAINING AND DEVELOPMENT**

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**ABSTRACT**

Training programs are directed towards maintaining and improving current job performance while development programs seek to develop skills to future jobs. Training is a short term process and development process in long-term. Both managers and non-managers may receive help from training and development programs, but the blend of experience is likely to vary. Non managers are much more likely to be trained in the technical skills required for their current jobs while managers frequently receive assistance in developing the skills particularly conceptual and human relation skills required in future jobs.

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