



4 QUARTERS CONSULTANTS LTD TRAINING LIST 2021

CATEGORIES	COURSES
LEADERSHIP & EXECUTIVE MANAGEMENT	Strategic Leadership management
	Building and Developing Productive Executives
	Corporate Leadership and Board dynamics
	Corporate Affairs and governance
	Business Optimization
	Emotional Intelligence for Managers and Team Leads
	Corporate ethics: Ethics and social responsibility for directors
	Effective Communication for Business Stakeholders
	Change Management
	Building an Effective Team
	Business Optimization
	Critical Thinking Skills: Tools for Problem Solving and Decision Making
CORPORATE STRATEGY	Strategic Business development for SMEs Management
	Strategic Thinking & Goal-Setting
	Building and Sustaining Strategy for Competitive Advantage
	Business Process Mapping and Improvement
	Corporate Performance Management (CPM)
GENERAL MANAGEMENT	Strategic Supply Chain Management
	Contract & Procurement Management & Procedures
	Bid and Tender Management
	Quantitative and Qualitative methods in Business
	Conflict Resolution & Crisis Management
	Personal Effectiveness , Time Magement & Mastery
	Quality proposal & Report Writing and Crucial Communications
	Effective Business Writing Skills
	Effective Presentation Skills
	Creative Facilitation Techniques
Problem Solving & Decision Making	
OPERATIONS MANAGEMENT	Cost Control
	Performance Management
	Advanced Supervisory Skills
	WorkPlace & Goal Setting
	Waste Management Techniques
	Advanced Office Management & Administrative Skills
	Effective Administration for P. A's and Secretaries
	New Approach To Documents Control & Records Management
	Warehouse Operations Planning & Management
	Inventory Management & Stock Control
Profitable Branch Management	
RISK MANAGEMENT & BUSINESS ANALYSIS	Enterprise Risk Management
	Fundamentals of Business Analysis
	Developing Enterprise Wide Incident Management
	Enhancing Business Value through a Risk Based Approach to Internal Audit
	Risks: Prevention, Detection and Response
Healthcare Risk Management	
HUMAN RESOURCE MANAGEMENT & DEVELOPMENT	HR Metrics and Analytics
	Human Resources: Compensation and Benefits
	Human Resources: Understanding HR Systems Features and Benefits
	HR as a Business Partner
	Human Resources: Leadership and Strategic Impact
	HR Service Delivery
	HR Policy Development, implementation and Auditing
	Human Resources: Creating an Employee Handbook
	Conflict Resolution Foundations
	Human Resources: Building a Performance Management System
	Training & Development Techniques
	Employee motivation and Demotivation
	Coaching and Developing Employees
	Team building
	Strategic Human Resources Management
	Career Planning and Talent Management
Designing & implementing institutional strategies in coordination with conformity assessment policies	

	Continuous Improvement on Personal & Corporate Level Effective Management of Time, Priority and Work Pressure Assertiveness & Self Confidence Business Etiquette: Mastering Manners & Behaviors at Work
SALES & MARKETING	Sales Management Foundations Analyzing Sales Competitors CMO Foundations: Creating a Marketing Culture Building an Integrated Online Marketing Plan Data fundamentals for retail, sales, and marketing CMO Foundations: Working with Leadership and Board-of-Directors Strategies for Emerging Markets Digital Marketing Creating a Marketing Growth System Marketing Analytics: Presenting Digital Marketing Data Marketing Foundations: Influencer Marketing The Strategy of Content Marketing Social Media: From Engagement to Business Value & Profit B2B Marketing Foundations Content Marketing Foundations Marketing to Millennials Sales Secrets for Small Business Marketing Plan & Pricing Strategies Marketing Foundations: Integrated Marketing Strategies Branding & Product Management Affiliate Marketing: Advertising Introduction to Marketing Marketing Research & Consumer Behavior Marketing Analysis & Marketing Strategy Integrated Marketing Communications: Advertising, Public Relations, Digital Marketing Strategic Account Management Executive Negotiation & Bargaining for Advantage Customer Experience Management Customer Relationship Management - CRM Sales & Marketing: The Six Sigma Way Marketing and Business Development for SMEs' Aggressive Market Penetration
HEALTH CARE ADMINISTRATION	JCI accreditation process for health care organizations ii JCI Accreditation Process for Health Care Organizations II ISO 13485 Medical Devices Management Systems Health Care Management & Strategy Medical Information & Decision Management Health Care Financial Management Community & Public Health Health Economics & Quantitative Methods Systems Thinking & Health Leadership Building a Multidisciplinary Approach to Health Communications, Marketing & Public Relations for Health Care Admin Leaders Global Health & Issues in Disease Prevention Advanced Application of Practice-Based Research in Health Healthcare Quality Management Micro-economics in Public Health Introduction to us Healthcare System Current Topics in Public Health Managed Care & Health Insurance Strategic Planning in Initiating Health Care Organization Organizational Leadership in Public Health Human Resources in Health Organizations Healthcare Quality & Patient Safety: Management Perspective Introduction to Health Policy
CONSTRUCTION	Construction Management Foundations AutoCAD Civil 3D Essential Training Construction Management: Reading Drawings & Specifications Construction Management: Safety & Health Construction Management: Project Delivery Methods Construction Project Management Site Managers Safety Training Scheme Supervisor & Management at construction sites Contractor Safety Management
	Lean to Pharmaceutical Manufacturing Charting Process Behavior (SPC) Continual Improvement Assessment (CIA) Lean Kaizen: A Simplified Approach to Process Improvements Process Capability Analysis Risk Management for Medical Device Process Auditing Techniques ISO 13485:2016 The Path Forward

PHARMACEUTICALS	Auditor Training for ISO 13485
	Lead Auditor Training for ISO 13485
	Customer-Supplier Partnerships
	Design for Six Sigma (DFSS)
	Introduction to Quality Engineering
	Lean Enterprise
	Good Manufacturing Practice Training
	Good Pharmacovigilance Practice Training
	Good Distribution Practice Training
	International Good Clinical Practice Training
	Process-Based Auditing
	Systematic Problem Solving for Sustained Improvements with Quality Tools
	Measuring Process And Organizational Performance
	Certified Supplier Quality Professional Certification
	Pharmaceutical and Medical Device Innovations
	Pharmaceutical Supply Management for Developing Countries
	Warehousing and distribution logistics
	How to forecast/quantify medicines and health products
	The Global Pharmaceutical Market Size
	Manufacturers versus Wholesalers in the Pharmaceutical Industry
	Inventory Control in the Pharmaceutical Industry
	Pharmaceutical Supply Management
	Importance of proper product specification
	Auditing and Qualifying Suppliers and Vendors
	Best Practices for an Effective Cleaning Validation Program
	Effective Internal and External Quality Assurance Auditing for FDA Regulated Industries
	GCP Audits - Best Practices for Ensuring Compliance & Detecting Fraud and Misconduct in Clinical Trials
	Pharmaceutical Production Batch Record Review Training
	Pharmaceutical Root Cause Analysis of Failures & Deviations - Developing an Effective CAPA Strategy
	Pharmaceutical Product shelf life
	Pharmaceutical Quality assurance and quality control
	Norms, standards and guidance for pharmaceuticals: Initial
	Norms, standards and guidance for pharmaceuticals: Senior
FDA Drugs Guidance	
Approaches to drug GMP Inspection: FDA	
Quality Metrics for Drug Manufacturing	
PROJECT MANAGEMENT	project management I
	Project Management II
	MS Project: Initial Level & Intermediate Level
	MS Project: Professional Level
FINANCE & ACCOUNTING & TAXATION	Introduction to Financial Accounting
	Finance for non-Finance Managers
	Analyzing Financial Statements
	Basic Accounting Principles & Book Keeping
	Credit & Risk Management
	Effective Budgeting & Cost Control
	Fixed Assets Management
	Credit Control & Debt Recovery
	Cost Reduction Methods
	Banking: Credit Analysis
	Accounting For Decision Making
	Managerial Accounting
	Accounting Crash
	Payroll Accounting
	Advanced Spreadsheet Applications
	Corporate Finance
	Taxation System
	Mergers & Acquisitions
	Professional Senior Accountants applications
	VAT & Income Tax Returns
WTO: WORLD TRADE ORGANIZATION	Introduction to WTO
	WTO: General Agreement on Trade in Services (GATS)
	WTO Agreement on Sanitary and Phytosanitary Measures (SPS)
	WTO: SPS Handbook: How to apply the transparency provisions of the SPS Agreement
	WTO dispute settlement system
	Accession to the WTO
	Agriculture in the WTO
	Copyright in the WTO
	WTO: Market Access for goods & Non-Agricultural Market Access, NAMA Negotiations
	Patents in the WTO
	Regional Trade Agreements & the WTO
	WTO: Technical Barriers to Trade (TBT)
	WTO: The Multilateral Trade Agreement
	Trade in Services in the WTO
	WTO: Tourism-led Poverty Reduction Programme
	WTO: Trade Policy Review requirement
	WTO Agreement Series

	Export Competitiveness & WTO Implications
SIX SIGMA	Six Sigma Yellow Belt (CSSYB)
	Six Sigma Green Belt (CSSGB)
	Six Sigma Black Belt (CSSBB)
	Six Sigma Champions Belt (CSSCB)
QUALITY - ISO - INTERNATIONAL STANDARDIZATION	ISO 9001:2015 Quality Management System: Foundation / Initial Level
	ISO 9001:2015 Quality Management System: Internal Audit
	ISO 9001:2015 Quality Management System: Lead Auditor
	ISO 14001 EMS Environmental Management System: Foundation / Initial Level
	ISO 14001 EMS Environmental Management System: Internal Audit
	ISO 14001 EMS Environmental Management System: Lead Auditor
	ISO 18001 OHSHAS Occupational Health and Safety: Foundation / Initial Level
	ISO 18001 OHSHAS Occupational Health and Safety: Lead Auditor
	ISO 45001:2018 Occupational Health and Safety: Foundation / Initial Level
	ISO 45001:2018 Occupational Health and Safety: Lead Auditor
	ISO 22000:2018 HACCP Food Safety Management System: Foundation / Initial Level
	ISO 22000:2018 HACCP Food Safety Management System: Auditor
	ISO 22000:2018 HACCP Food Safety Management System: Lead Auditor
	ISO 27001 ISMS Information Security Management System: Foundation / Initial Level
	ISO 27001 ISMS Information Security Management System: Lead Auditor
	ISO 20000 Continuity, Resilience, and Service Management System: Foundation / Initial Level
	ISO 31000 Risk Management: Foundation / Initial Level
	ISO 26000 Social Responsibility: Foundation / Initial Level
	ISO 10002 Customer Satisfaction, Customer Complaints Handling
	ISO 50001 Energy Management Systems / Initial Level
	ISO 50001 Energy Management Systems: Lead Auditor
	ISO 13485 Medical Devices Management Systems
	ISO 28000 Supply Chain Security Management Systems
	ISO 55001 Asset Management Systems
	ISO 18788 Management Systems Certification Scheme
	ISO 37001 Anti-bribery Management Systems
	ISO 39001 Road Traffic Safety Management Systems
	ISO 20121 Event Sustainability Management Systems
	ISO 30301 Records Management Systems
	ISO 22301 Business Continuity Management Systems
	ISO 21500 Lead Project Manager
	ISO/IEC 17025:2017 Basic
	ISO/IEC 17025:2017 Advance
ISO/IEC 17025:2017 Internal Audit	
ISO/IEC 17025:2017 Change Management	
ISO/IEC 17025:2017 Validation & Uncertainty mgt	
KAIZEN & 5 S	
TQM: Total Quality Management	
HSE: HEALTH, SAFETY & ENVIRONMENT	Occupational Health, Safety & Accident Prevention in the Factory-Workshop
	Chemical Safety at Workplace
	Occupational First Aid & Emergency Response
	Environmental Management System
	Occupational Health and Safety
	Occupational Accident investigation and reporting
	HSE Documentation
	Environmental Pollution Management
	Security Intelligence and Surveillance
	NEBOSH Level 1 - National Examination Board in Occupational Safety and Health
	NEBOSH Level 2 - National Examination Board in Occupational Safety and Health
	NEBOSH Level 3 - National Examination Board in Occupational Safety and Health
	IOSH Level 1 - Institution of Occupational Safety and Health
	IOSH Level 2 - Institution of Occupational Safety and Health
FOOD SAFETY	Food Handling and Catering Management Course
	HACCP: Hazard Analysis Critical Control Point
	Protocol, Public Relations and Events Management
	HACCP: Verification, Validation & Traceability
INFORMATION & COMMUNICATION TECHNOLOGY- ICT	Excel: Initial & Intermediate Levels
	Excel: Professional Level
	Access: Initial Level & Intermediate Level
	Power Point Presentation: Initial Level & Intermediate Level
	Microsoft Word Document: Initial Level & Intermediate Level
	Microsoft Word Document: Professional Level
	Microsoft Publisher Document: Initial Level & Intermediate Level
	Microsoft Publisher Document: Professional Level
	Microsoft VISIO: Initial Level & Intermediate Level
Microsoft VISIO: Professional Level	
	Rooms Division Management Specialization
	Functions of Housekeeping Department
	Assess the importance of Hotel Security

HOTEL MANAGEMENT	Front office operations and its organizational structure
	Food & Beverage Managerial Skills
	Food & Beverage Cost Control Techniques
	Suppliers Evaluation Methods
	Kitchen Cleanliness and Pre-requisite Programs
	Menu Establishments
	Serving Techniques
	Stores Management
	Procurement Tips & Techniques
	Food Safety Supervisor Role
	Food Handler Methods
	Security & Valet
	Communication Methods and Reporting Relationship
	Front Office & Customer Relations
OIL & GAS	Cost Reduction & Optimization
	Introduction to The Refinery Asset Lifecycle
	Up-streaming Petro Skills
	Down-Streaming Petro Skills
	Occupational Health, Safety & Accident Prevention in the Factory-Workshop
	Chemical Safety at Workplace
	Occupational First Aid & Emergency Response
	Environmental Management System
	Occupational Health and Safety
	Occupational Accident investigation and reporting
	HSE Documentation
	Environmental Pollution Management
	Security Intelligence and Surveillance
	NEBOSH Level 1 - National Examination Board in Occupational Safety and Health
	NEBOSH Level 2 - National Examination Board in Occupational Safety and Health
	NEBOSH Level 3 - National Examination Board in Occupational Safety and Health
	IOSH Level 1 - Institution of Occupational Safety and Health
IOSH Level 2 - Institution of Occupational Safety and Health	

Note: Courses on training list are available on requests for at least 5 attendees
Note: All courses (Physical & Virtual) would be accompanied with credible Certificate
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