



4 QUARTERS CONSULTANTS LTD TRAINING LIST 2025

CATEGORIES / COURSES	DAYS
LEADERSHIP & EXECUTIVE MANAGEMENT	
Developing Leadership Competencies	1
Building and Developing Productive Executives	1
Critical Thinking Skills: Tools for Problem Solving and Decision Making	1
Emotional Intelligence for Managers and Team Leads	1
Executive Coaching	1
Stakeholder Engagement	1
Corporate Leadership	1
Executive Development	1
Corporate Affairs	1
International & Global Marketing	1
Change Management	1
Board dynamics	1
Understanding the director's role	1
Corporate ethics: Ethics and social responsibility for directors	1
Communicating with stakeholders	1
Business Optimization	1
Corporate Governance	1

CATEGORIES / COURSES	DAYS
CORPORATE STRATEGY	
Business Process Mapping and Improvement	1
Strategic Management	1
Building and Sustaining Strategy for Competitive Advantage	1
Corporate Performance Management (CPM)	1

Strategic Thinking & Goal-Setting	1
Business Plan Development in Small and Medium Business	1

CATEGORIES / COURSES	DAYS
GENERAL MANAGEMENT / ADMIN	
Supply Chain Management: Initial	1
Supply Chain Management: Advanced	2
Quantitative Methods in Business	1
Research Methods in Business	1
Facility Management & Maintenance	1
Advance Facility Management	1
Project Management (<i>refer to Project Management Section</i>)	
Conflict Resolution & Crisis Management	2
WorkPlace & Goal Setting	1
Time Management	1
Effective Business Writing Skills	2
Personal Effectiveness & Mastery	1
Effective Administration for P. A's and Secretaries	2
Creative Facilitation Techniques	1
Effective Presentation Skills	1
Problem Solving & Decision Making	1
Emotional Intelligence	1
QUALITY PROPOSAL & REPORT WRITING AND CRUCIAL COMMUNICATIONS	2

CATEGORIES / COURSES	DAYS
OPERATIONS MANAGEMENT	
Strategic Supply Chain Management	2
<i>PROJECT Management Basics (refer to Project Management Section)</i>	-
Lean logistics operations and management	1-Jan
PERFORMANCE Management	1
Advanced Supervisory Skills	1
Waste Management Techniques	1
Front Desk Management	1
Administrative Functions & Office Management	2
Advanced Office Management & Administrative Skills	2
Cost Control	1
Strategic Procurement Management	1
New Approach To Documents Control & Records Management	2
CONTRACT & PROCUREMENT MANAGEMENT & PROCEDURES	2

INVENTORY MANAGEMENT & STOCK CONTROL	2
WAREHOUSE OPERATIONS PLANNING & MANAGEMENT	2
PROFITABLE BRANCH MANAGEMENT	2

CATEGORIES / COURSES	DAYS
RISK MANAGEMENT & BUSINESS ANALYSIS	
ENTERPRISE RISK MANAGEMENT	2
FUNDAMENTALS OF BUSINESS ANALYSIS	2
Developing Enterprise Wide Incident Management	2
Enhancing Business Value through a Risk Based Approach to Internal Audit	2
Risks: Prevention, Detection and Response	2
Healthcare Risk Management	2
BID AND TENDER MANAGEMENT	2

CATEGORIES / COURSES
BLOCKCHAIN & CYBERSECURITY (Learning Management Platform)
Certified Blockchain Professional (CBP)
Certified Blockchain Architect (CBA)
Certified Blockchain Ethereum Developer (CBED)
Certified Blockchain Hyperledger Developer (CBHD)
Certified Blockchain for Business Professional (CBBP)
Lean Six Sigma Black Belt Certification (LSSBB)
Lean Six Sigma Green Belt Certification (LSSGB)
Lean Six Sigma Yellow Belt Certification (LSSYB)
Certified DevOps Practitioner (CDP)
Certified DevOps Engineer (CDE)
Certified DevOps Developer (CDD)
Certified DevOps Architect (CDA)
SRE Foundation Certification (CSREF)
Certified DevSecOps Engineer (CDSOE)
Certified Agile ITSM Manager (CAISM)
Certified Agile Scrum Master (CASM)
Certified Agile Scrum Foundation (ASF)
Practitioner Certified in Business Analysis (PCBA)
Certified Agile Scrum Product Owner (CASPO)
Certified ISO 27001:2013 Lead Auditor (ISO27KLA)
Certified ISO 20000:2018 Lead Auditor (ISO20KLA)
Certified ISO 22301:2019 Lead Auditor (ISO22301LA)
Certified Lean Implementer (CLI)
Certified GDPR Lead Implementer (CGDPRLI)

Certified ISO 31000:2018 Risk Manager (CISO31K)
Certified Learning & Development Professional (CLDP)
ITSM Foundation: ISO/IEC 20000:2011 (ITSM)
IT Asset Management Foundation (ITAMF)
Certified Service Desk Professional (CSDP)
Cloud Computing Foundation (CCF)
Certified CyberSecurity Foundation (CCSF)
Certified Ethical Hacking Foundation (CEHF)
Certified Big Data Foundation (CBDF)
Certified Data Science Professional (CDSP)
Certified Artificial Intelligence Foundation (CAIF)
Certified Procurement Professional (CPP)
Certified Machine Learning Professional (CMLP)
Certified Machine Learning Master (CMLM)
Certified IOT Foundation (CIOTF)
Certified Information Security Management (ISO 27001) Foundation (CISMF)
Certified Information Security Management Practitioner (CISMP)
Data Protection Officer Certification (CDPO)
Certified Information Security Officer (CISO)
Certified Information Security Management (ISO 27001) Foundation (CISMF)
GSDC Digital Transformation Officer (CDTO)
Certified Full Stack Data Scientist (CFSDS)
Certified PMO Professional (CPMOP)
Certified DevOps Master (CDM)
Certified Design Thinking Professional (CDTP)
FinOps Certified Practitioner (FCP)
Certified Full Stack Developer (CFSD)
Certified Cloud Tester Foundation (CCTF)
Certified Cloud Tester Advance (CCTA)
Certified Software Security Tester – Foundation Level (CSSTF)
Certified Advanced Software Security Tester – Advance Levcel (CASST)
Certified Agile Tester – Foundation Level (CATF)
Certified Agile Tester – Advance Level (CATA)
Certified ISO 27001:2013 Lead Implementer (ISO27KLI)
Certified ISO 20000:2018 Lead Implementer (ISO20KLI)
Certified ISO 22301:2019 Lead Implementer (ISO22301LI)
Certified ISO 41001:2018 Lead Auditor (ISO41001LA)
Certified ISO 41001:2018 Lead Implementer (ISO41001LI)
Certified ISO 9001:2018 Lead Auditor (ISO9001LA)
Certified ISO 18404:2015 Lead Auditor (ISO18404LA)



Certified SRE Practitioner (CSREP)
Certified KANBAN Professional (CKP)
Certified Software Asset Manager (CSAM)
Certified Hardware Asset Manager (CHAM)
Certified ISO 27701 Lead Implementer
Certified ISO/IEC 19770 1 Lead Auditor
Certified L&D Analytics & Metrics Professional

CATEGORIES / COURSES	DAYS
SIX SIGMA	
Six Sigma Yellow Belt (CSSYB)	2
Six Sigma Green Belt (CSSGB)	2
Six Sigma Black Belt (CSSBB)	3
Six Sigma Champions Belt (CSSCB)	3
LEAN MANUFACTURING - LEVEL 1	1
LEAN MANUFACTURING - LEVEL 2	1

CATEGORIES / COURSES	DAYS
PROJECT MANAGEMENT	
PROJECT MANAGEMENT I	2
PROJECT MANAGEMENT II	2
MS PROJECT: Initial Level	2
MS PROJECT: Intermediate Level	2
MS PROJECT: Professional Level	2

CATEGORIES / COURSES	DAYS
HUMAN RESOURCE MANAGEMENT & DEVELOPMENT	
Human Resources: Using Metrics to Drive HR Strategy	1
Human Resources: Creating an Employee Handbook	1
Human Resources: Building a Performance Management System	2
Human Resources: Understanding HR Systems Features and Benefits	2
Human Resources: Leadership and Strategic Impact	2
Human Resources: Compensation and Benefits	1
HR as a Business Partner	1
Human Resources: Managing Employee Problems	1
Conflict Resolution Foundations	1
Coaching and Developing Employees	1
HR Policy Development and Auditing	1
Performance Management: A Practical Approach	1

Career Planning and Talent Management	1
Business Etiquette: Mastering Manners & Behaviors at Work	1
Team building	1
How can I motivate my employees	1
How can we stop Demotivation	1
Human Resource Management: New Models	1
Human Resource Management: Employee Compensation Issues	1
Policy & Procedure Implementation	1
Designing & implementing institutional development strategies in coordination with conformity assessment policies	1
Training & Development Techniques	1
Assertiveness & Self Confidence	1
Continuous Improvement on Personal & Corporate Level	1
Human Resources Performance Metrics	1
Strategic Human Resources Management	1
Effective Management of Time, Priority and Work Pressure	1
Develop a training strategy	1

CATEGORIES / COURSES	DAYS
SALES & MARKETING	
Data fundamentals for retail, sales, and marketing	1
Sales Coaching	1
Sales Management Foundations	1
B2B & B2C	1
CMO Foundations: Creating a Marketing Culture	1
Building an Integrated Online Marketing Plan	1
Analyzing Sales Competitors	1
CMO Foundations: Working with Leadership and Board-of-Directors	1
Strategies for Emerging Markets	1
Marketing Analytics: Presenting Digital Marketing Data	1
Marketing Foundations: International Marketing	1
Creating a Marketing Growth System	1
Marketing Your Professional Service	1
B2B Marketing Foundations	1
Content Marketing Foundations	1
Marketing to Millennials	1
Sales Secrets for Small Business	1
Writing a Marketing Plan	1
Marketing Foundations: Integrated Marketing Strategies	1
Marketing Foundations: Influencer Marketing	1

Affiliate Marketing: Advertising	1
Introduction to Marketing	1
Marketing Research & Consumer Behavior	1
Marketing Analysis & Marketing Strategy	1
The Strategy of Content Marketing	1
Branding & Product Management	1
Marketing Plan & Pricing Strategies	1
Integrated Marketing Communications: Advertising, Public Relations, Digital Marketing	1
Positioning: What you need for a successful Marketing Strategy	1
Planning and Executing Sales and Marketing Strategies	1
Strategic Account Management	1
Executive Negotiation & Bargaining for Advantage	1
Delivering Superior Customer Service & Customer Satisfaction	1
Customer Relationship Management CRM	1
Social Media: From Engagement to Business Value & Profit	1
Sales & Marketing: The Six Sigma Way	1
Marketing and Business Development for SMEs'	1
Customer Care Essentials	1
Customer Experience Management	1
AGGRESSIVE MARKET PENETRATION	1

CATEGORIES / COURSES	DAYS
SUPPLY CHAIN	
Warehouse Management: Principles, Trends and Processes	1
Supply Chain management & Capacity Planning	1
The 5S Systems – Lean methodology on workplace optimization & Supply Chain	1
Understanding Supply Chain and Risk Management	1
Mastering Operations & Supply Chain management	1
Transportation and warehouse Modelling in the Supply Chain Network	1

CATEGORIES / COURSES	DAYS
FACILITY MANAGEMENT	
FACILITY MANAGEMENT - Foundation ISO 41001:2018	1
FACILITY MANAGEMENT - Internal Audit ISO 41001:2018	1
FACILITY MANAGEMENT - Lead Implementer ISO 41001:2018	1
CERTIFIED FACILITY MANAGER CFM - Examination - Level 1	1
CERTIFIED FACILITY MANAGER CFM - Examination - Level 2	1
CERTIFIED FACILITY MANAGER CFM - Examination - Level 3	2
Building Maintenance Management and Repair	1

Maintenance Audit and Site Inspection	1
Maintenance Planning, Scheduling and Control	1
Oil and Gas Predictive Maintenance and Reliability Centered Maintenance of Plant	3
Diesel Engine Maintenance and Repair Training Course	1

CATEGORIES / COURSES	DAYS
HEALTH CARE ADMINISTRATION	
JCI ACCREDITATION PROCESS FOR HEALTH CARE ORAGIZATIONS I	2
JCI ACCREDITATION PROCESS FOR HEALTH CARE ORAGIZATIONS II	2
ISO 13485 MEDICAL DEVICES MANAGEMENT SYSTEMS	2
HEALTH CARE MANAGEMENT & STRATEGY	2
MEDICAL INFORMATION & DECISION MANAGEMENT	2
HEALTH CARE FINANCIAL MANAGEMENT	2
COMMUNITY & PUBLIC HEALTH	2
HEALTH ECONOMICS & QUANTITATIVE METHODS	2
QUALITY & PERFORMANCE IMPROVEMENT	2
SYSTEMS THINKING & HEALTH LEADERSHIP	2
BUILDING A MULTIDISCIPLINARY APPROACH TO HEALTH	2
COMMUNICATIONS, MARKETING & PUBLIC RELATIONS FOR HEALTH CARE ADMIN LEADERS	2
GLOBAL HEALTH & ISSUES IN DISEASE PREVENTION	2
PROJECT & RESOURCE MANAGEMENT IN INTEGRATED SYSTEMS	2
ADVANCED APPLICATION OF PRACTICE-BASED RESEARCH IN HEALTH	2
HEALTHCARE QUALITY MANAGEMENT	2
DATA-DRIVEN DECISION MAKING	2
MICRO-ECONOMICS IN PUBLIC HEALTH	2
INTRODUCTION TO US HEALTHCARE SYSTEM	2
CURRENT TOPICS IN PUBLIC HEALTH	2
MANAGED CARE & HEALTH INSURANCE	2
STRATEGIC PLANNING IN INITIATING HEALTH CARE ORGANIZATION	2
ORGANIZATIONAL LEADERSHIP IN PUBLIC HEALTH	2
HUMAN RESOURCES IN HEALTH ORGANIZATIONS	2
HEATHCARE QUALITY & PATIENT SAFETY: MANAGEMENT PERSPECTIVE	2
INTRODUCTION TO HEALTH POLICY	2

CATEGORIES / COURSES	DAYS
CONSTRUCTION	
Construction Management Foundations	2
AutoCAD Civil 3D Essential Training	3
Construction Management: Reading Drawings & Specifications	3
Construction Management: Safety & Health	2

Construction Management: Project Delivery Methods	3
Construction Project Management	4
Site Managers Safety Training Scheme	3
Supervisor & Management at construction sites	3
Contractor Safety Management	2

CATEGORIES / COURSES	DAYS
PHARMACEUTICALS	
Lean to Pharmaceutical Manufacturing	2
Charting Process Behavior (SPC)	2
Continual Improvement Assessment (CIA)	2
Lean Kaizen: A Simplified Approach to Process Improvements	2
Process Capability Analysis	2
Risk Management for Medical Device	2
Process Auditing Techniques	2
ISO 13485:2016 The Path Forward	2
Auditor Training for ISO 13485	2
Lead Auditor Training for ISO 13485	3
Customer-Supplier Partnerships	2
Design for Six Sigma (DFSS)	2
Introduction to Quality Engineering	2
Lean Enterprise	2
Lean Kaizen: A Simplified Approach to Process Improvements	2
Good Manufacturing Practice Training	3
Good Pharmacovigilance Practice Training	2
Good Distribution Practice Training	2
Good Clinical Practice Training	2
International Good Clinical Practice Training	2
Process-Based Auditing	2
Systematic Problem Solving for Sustained Improvements with Quality Tools	2
Measuring Process And Organizational Performance	2
Certified Supplier Quality Professional Certification	5
Pharmaceutical and Medical Device Innovations	2
Pharmaceutical Supply Management for Developing Countries	2
Warehousing and distribution logistics	3
How to forecast/quantify medicines and health products	2
The Global Pharmaceutical Market Size	2
Manufacturers versus Wholesalers in the Pharmaceutical Industry	2
Inventory Control in the Pharmaceutical Industry	2
Pharmaceutical Supply Management	3

Importance of proper product specification	2
Auditing and Qualifying Suppliers and Vendors	2
Best Practices for an Effective Cleaning Validation Program	2
Effective Internal and External Quality Assurance Auditing for FDA Regulated Industries	2
GCP Audits - Best Practices for Ensuring Compliance & Detecting Fraud and Misconduct in Clinical Trials	2
Pharmaceutical Production Batch Record Review Training	2
Pharmaceutical Root Cause Analysis of Failures & Deviations - Developing an Effective CAPA Strategy	2
Pharmaceutical Product shelf life	2
Pharmaceutical Quality assurance and quality control	2
Norms, standards and guidance for pharmaceuticals: INITIAL	2
Norms, standards and guidance for pharmaceuticals: SENIOR	2
FDA Drugs Guidance	2
Approaches to drug GMP Inspection: FDA	2
Quality Metrics for Drug Manufacturing	2

CATEGORIES / COURSES	DAYS
FINANCE & ACCOUNTING & TAXATION	
Introduction to Financial Accounting	2
Finance for non-Finance Managers	2
Analyzing Financial Statements	2
Basic Accounting Principles & Book Keeping	2
Credit & Risk Management	2
Effective Budgeting & Cost Control	2
Fixed Assets Management	2
Credit Control & Debt Recovery	2
Cost Reduction Methods	2
Banking: Credit Analysis	2
Accounting For Decision Making	2
Managerial Accounting	2
Accounting Crash	2
Payroll Accounting	2
Advanced Spreadsheet Applications	2
Corporate Finance	2
Taxation System	2
Mergers & Acquisitions	2
Professional Senior Accountants applications	2
VAT & Income Tax Returns	2

CATEGORIES / COURSES	DAYS
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WTO: WORLD TRADE ORGANIZATION	
Introduction to WTO	1
WTO: General Agreement on Trade in Services (GATS)	2
WTO Agreement on Sanitary and Phytosanitary Measures (SPS)	2
WTO: SPS Handbook: How to apply the transparency provisions of the SPS Agreement	2
WTO dispute settlement system	2
Accession to the WTO	2
Agriculture in the WTO	2
Copyright in the WTO	2
WTO: Market Access for goods & Non-Agricultural Market Access, NAMA Negotiations	2
Patents in the WTO	2
Regional Trade Agreements & the WTO	2
WTO: Technical Barriers to Trade (TBT)	2
WTO: The Multilateral Trade Agreement	2
Trade in Services in the WTO	2
WTO: TOURISM-LED POVERTY REDUCTION PROGRAMME	2
WTO: Trade Policy Review requirement	2
WTO Agreement Series	2
Export Competitiveness & WTO Implications	2

CATEGORIES / COURSES	DAYS
QUALITY - ISO - INTERNATIONAL STANDARDIZATION	
KAIZEN & 5 S	1
TQM: Total Quality Management	1
ISO 9001:2015 Quality Management System: Foundation / Initial Level	1
ISO 9001:2015 Quality Management System: Internal Audit	1
ISO 9001:2015 Quality Management System: Lead Auditor / Lead Implementer	2
ISO 14001 EMS Environmental Management System: Foundation / Initial Level	1
ISO 14001 EMS Environmental Management System: Internal Audit	1
ISO 14001 EMS Environmental Management System: Lead Auditor / Lead Implementer	2
ISO 45001:2018 Occupational Health and Safety: Foundation / Initial Level	1
ISO 45001:2018 Occupational Health and Safety: Lead Auditor / Lead Implementer	2
ISO 22000:2018 HACCAP Food Safety Management System: Foundation / Initial Level	1
ISO 22000:2018 HACCAP Food Safety Management System: Auditor	1
ISO 22000:2018 HACCAP Food Safety Management System: Lead Auditor / Lead Implementer	2
ISO 27001 ISMS Information Security Management System: Foundation / Initial Level	1
ISO 27001 ISMS Information Security Management System: Lead Auditor / Lead Implementer	2
ISO 20000 Continuity, Resilience, and Service Management System: Foundation / Initial Level	1
ISO 31000 Risk Management: Foundation / Initial Level	1

ISO 26000 Social Responsibility: Foundation / Initial Level	1
ISO 10002 Customer Satisfaction, Customer Complaints Handling	1
ISO 50001 ENERGY MANAGEMENT SYSTEMS / Initial Level	1
ISO 50001 ENERGY MANAGEMENT SYSTEMS: Lead Auditor / Lead Implementer	2
ISO 13485 MEDICAL DEVICES MANAGEMENT SYSTEMS	1
ISO 28000 SUPPLY CHAIN SECURITY MANAGEMENT SYSTEMS	1
ISO 55001 ASSET MANAGEMENT SYSTEMS	1
ISO 18788 MANAGEMENT SYSTEMS CERTIFICATION SCHEME	1
ISO 37001 ANTI-BRIBERY MANAGEMENT SYSTEMS	1
ISO 39001 ROAD TRAFFIC SAFETY MANAGEMENT SYSTEMS	1
ISO 20121 EVENT SUSTAINABILITY MANAGEMENT SYSTEMS	1
ISO 30301 RECORDS MANAGEMENT SYSTEMS	1
ISO 22301 BUSINESS CONTINUITY MANAGEMENT SYSTEMS	1
ISO 21500 Lead Project Manager	1
ISO/IEC 17025:2017 BASIC	1
ISO/IEC 17025:2017 ADVANCE	1
ISO/IEC 17025:2017 INTERNAL AUDIT	1
ISO/IEC 17025:2005 CHANGE MANAGEMENT	1
ISO/IEC 17025:2005 ACCREDITATION PROCESS	1
ISO/IEC 17025:2005 BASIC	1
ISO/IEC 17025:2005 ADVANCE	1
ISO/IEC 17025:2005 INTERNAL AUDIT	1
ISO/IEC 17025:2005 VALIDATION & UNCERTAINTY MGT	1

CATEGORIES / COURSES	DAYS
HSE: HEALTH, SAFETY & ENVIRONMENT	
OCCUPATIONAL HEALTH, SAFETY & ACCIDENT PREVENTION IN THE FACTORY-WORKSHOP	1
Advanced First Aid - American Red Cross	1
CHEMICAL SAFETY AT WORKPLACE	1
OCCUPATIONAL FIRST AID & EMERGENCY RESPONSE	1
Environmental Management System	1
Occupational Health and Safety	1
Occupational Accident investigation and reporting	1
HSE Documentation	1
Environmental Pollution Management	1
Security Intelligence and Surveillance	1
NEBOSH Level 1 - National Examination Board in Occupational Safety and Health	5
NEBOSH Level 2 - National Examination Board in Occupational Safety and Health	5
NEBOSH Level 3 - National Examination Board in Occupational Safety and Health	5
IOSH Level 1 - Institution of Occupational Safety and Health	5

IOSH Level 2 - Institution of Occupational Safety and Health	5
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CATEGORIES / COURSES	DAYS
FOOD SAFETY	
FOOD HANDLING AND CATERING MANAGEMENT COURSE	1
HACCP: Hazard Analysis Critical Control Point - LEVEL 1	1
HACCP: Hazard Analysis Critical Control Point - LEVEL 2	1
HACCP: Hazard Analysis Critical Control Point - LEVEL 3	1
Food Allergen (allergy)	1
Basic Food Hygiene Level 1	1
Food Hygiene And Safety For Catering Certificate Level 2	1
Food Labelling Regulations	1
Food Fraud	1
Food Defense	1
Supervising Food Safety	1
Food Safety Incidents	1
Protocol, Public Relations and Events Management	1
HACCP: Verification, Validation & Traceability	1

CATEGORIES / COURSES	DAYS
HOTEL MANAGEMENT	
Rooms Division Management Specialization	1
Functions of Housekeeping Department	1
Assess the importance of Hotel Security	1
Front office operations and its organizational structure	1
Food & Beverage Managerial Skills	1
Food & Beverage Cost Control Techniques	1
Suppliers Evaluation Methods	1
Kitchen Cleanliness and Pre-requisite Programs	1
Menu Establishments	1
Serving Techniques	1
Stores Management	1
Procurement Tips & Techniques	1
Food Safety Supervisor Role	1
Food Handler Methods	1
Security & Valet	1
Communication Methods and Reporting Relationship	1
FRONT OFFICE & CUSTOMER RELATIONS	1

CATEGORIES / COURSES	DAYS
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OIL & GAS	
Cost Reduction & Optimization	2
Introduction to The Refinery Asset Lifecycle	2
Up-streaming Petro Skills	2
Down-Streaming Petro Skills	2
OCCUPATIONAL HEALTH, SAFETY & ACCIDENT PREVENTION IN THE FACTORY-WORKSHOP	2
CHEMICAL SAFETY AT WORKPLACE	1
OCCUPATIONAL FIRST AID & EMERGENCY RESPONSE	2
Environmental Management System	2
Occupational Health and Safety	2
Occupational Accident investigation and reporting	2
HSE Documentation	2
Environmental Pollution Management	2
Security Intelligence and Surveillance	2
NEBOSH Level 1 - National Examination Board in Occupational Safety and Health	5
NEBOSH Level 2 - National Examination Board in Occupational Safety and Health	5
NEBOSH Level 3 - National Examination Board in Occupational Safety and Health	5
IOSH Level 1 - Institution of Occupational Safety and Health	5
IOSH Level 1 - Institution of Occupational Safety and Health	5

CATEGORIES / COURSES	DAYS
AVIATION	
IATA International Travel & Tourism	1
Ticketing and Travel Management	2
Cargo handling skills, Port charges and Procedures	2
Customer relationship management (CRM) in the Aviation Sector	2
Crew Resource Management	1
Aviation & Airport Security	1
Travel Agency Fee: A Professional Approach (IATA)	1
Overview of the Air Transportation System	2
Passenger Ground & Air Services	2
Aircraft Loading, Dangerous goods & Introduction to Aircraft Performance	1

CATEGORIES / COURSES	DAYS
ICT & SOFT SKILLS: INFORMATION & COMMUNICATION TECHNOLOGY	
EXCEL: Initial Level	2
EXCEL: Intermediate Level	2
EXCEL: Professional Level	2
Power Point Presentation: Initial Level	2

Power Point Presentation: Professional Level	2
Microsoft Word Document: Initial & Intermediate Levels	1
Microsoft Word Document: Professional Level	2
Microsoft Publisher Document: Initial Level	1
Microsoft Publisher Document: Intermediate Level	1
Microsoft Publisher Document: Professional Level	1
Microsoft VISIO: Initial Level	2
Microsoft VISIO: Intermediate Level	2
Microsoft VISIO: Professional Level	2

Note: Courses on training list are available on requests for at least 3 attendees

Note: All courses (Physical & Virtual) would be accompanied with credible Certificate

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