

# UPCOMING PROGRAM



NOVEMBER



2023

06,07 & 08  
MON - WED

**SUPERCHARGE YOUR MARKETING STRATEGY WITH AI, GOOGLE ADS AND ANALYTICS, SEO, BRANDING AND SOCIAL MEDIA MASTERY**

🕒 9:00 AM - 5:00 PM

📍 PJ HILTON HOTEL, SELANGOR

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06 & 07  
MON & TUE

**HIGH IMPACT TRANSFORMATIONAL LEADERSHIP SKILLS FOR MANAGERS & LEADERS USING NLP**

🕒 9:00 AM - 5:00 PM

📍 EASTIN HOTEL, PENANG

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08 & 09  
WED & THU

**MICROSOFT EXCEL - INTERMEDIATE LEVEL**

🕒 9:00 AM - 5:00 PM

💻 ZOOM (ONLINE)

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08 & 09  
WED & THU

**DEVELOPING COMPETENCIES IN COST REDUCTION AND NEGOTIATION FOR PURCHASING**

🕒 9:00 AM - 5:00 PM

💻 ZOOM (ONLINE)

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15 & 16  
WED & THU

**TALENT MANAGEMENT AND SUCCESSION PLANNING**

🕒 9:00 AM - 5:00 PM

📍 EASTIN HOTEL, PENANG

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20 & 21  
MON & TUE

**USEFUL EXCEL FORMULAS AND FUNCTIONS**

🕒 9:00 AM - 5:00 PM

💻 ZOOM (ONLINE)

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20 & 21  
MON & TUE

**STRATEGIC PROCUREMENT AND INVENTORY MANAGEMENT SYSTEM WITH INTRODUCTION TO CONTRACT MANAGEMENT**

🕒 9:00 AM - 5:00 PM

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NOVEMBER



2023

20 & 21  
MON & TUE

**PLASTIC INJECTION MOLDING: ROBUST PROCESS DEVELOPMENT & SCIENTIFIC MOLDING**

🕒 9:00 AM - 5:00 PM

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20 & 21  
MON & TUE

**ENVIRONMENTAL, SOCIAL AND GOVERNANCE (ESG)**

🕒 9:00 AM - 5:00 PM

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22 & 23  
WED & THU

**GEOMETRIC DIMENSIONING & TOLERANCING (ASME Y14.5 2018, ISO 8015 & ISO 1101)**

🕒 9:00 AM - 5:00 PM

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22 & 23  
WED & THU

**NEGOTIATION SKILLS: THE PSYCHOLOGY OF PERSUASION & NEGOTIATION FOR MANAGER & LEADERS USING NLP**

🕒 9:00 AM - 5:00 PM

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22 & 23  
WED & THU

**BASIC MAINTENANCE FOR TECHNICIANS (MALAY VERSION)**

🕒 9:00 AM - 5:00 PM

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22 & 23  
WED & THU

**DESIGN, INSTALLATION, OPERATIONS & MAINTENANCE OF FIRE PROTECTION SYSTEMS**

🕒 9:00 AM - 5:00 PM

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22 & 23  
WED & THU

**POKA YOKE (ERROR PROOFING)**

🕒 9:00 AM - 5:00 PM

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27 & 28  
MON & TUE

**DESIGN OF JIGS & FIXTURE**

🕒 9:00 AM - 5:00 PM

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NOVEMBER



2023

27 & 28  
MON & TUE

**MASTER MANAGER – TRANSITION FROM ENGINEER / SUPERVISOR TO MANAGER APPLYING NLP**

🕒 9:00 AM - 5:00 PM

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DECEMBER



2023

04 & 05  
MON & TUE

**SPARE PART MANAGEMENT**

🕒 9:00 AM - 5:00 PM

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04 & 05  
MON & TUE

**MICROSOFT EXCEL (ADVANCED LEVEL)**

🕒 9:00 AM - 5:00 PM

📺 ZOOM (ONLINE)

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06 & 07  
WED & THU

**MINDSET TRANSFORMATION FOR MANAGERS & LEADERS USING NLP FOR PEAK PERFORMANCE AT THE WORKPLACE**

🕒 9:00 AM - 5:00 PM

📍 EASTIN HOTEL, PENANG

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06 & 07  
WED & THU

**UNDERSTAND SHIPPING PRACTICES, DOCUMENTS AND PAYMENT SYSTEM**

🕒 9:00 AM - 5:00 PM

📺 ZOOM (ONLINE)

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06 & 07  
WED & THU

**POWER BI DESKTOP MASTERING DATA VISUALIZATION**

🕒 9:00 AM - 5:00 PM

📺 ZOOM (ONLINE)

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DECEMBER



2023

06 & 07  
WED & THU

## TRAINING NEED ANALYSIS

🕒 9:00 AM - 5:00 PM

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12 & 13  
TUE & WED

## UNDERSTANDING LABOUR LAWS – THE EMPLOYMENT ACT 1955 (AMENDMENT 2022)

🕒 9:00 AM - 5:00 PM

📺 ZOOM (ONLINE)

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13 & 14  
WED & THU

## ANTI – BRIBERY AND CORRUPTION – S.17A CORPORATE LIABILITY PERSPECTIVE

🕒 9:00 AM - 5:00 PM

📺 ZOOM (ONLINE)

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13 & 14  
WED & THU

## BEST PRACTICES IN IDENTIFICATION OF BUILDING DEFECTS & MAINTENANCE

🕒 9:00 AM - 5:00 PM

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13 & 14  
WED & THU

## BASIC GREENHOUSE GAS (GHG) ACCOUNTING, MITIGATION, AUDIT AND REPORTING TRAINING

🕒 9:00 AM - 5:00 PM

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# CONTACT US!



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**HRD  
awards  
2022**

**TRAINING  
PROVIDER**

