OUTSOURCING TRAINING & CONSULTING
OTC Training Centre Sdn Bhd

UPCOMING PROGRAM

NOVEMBER 2025

17 & 18 NOVEMBER 2025

HANDLING SEXUAL HARASSMENT CASES

9:00 AM - 5:00 PM

WYNDHAM GRAND BANGSAR KUALA LUMPUR HOTEL / LIVE ZOOM TRAINING

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17 & 18 NOVEMBER 2025

PROCUREMENT MANAGEMENT-MANAGING SUPPLIER SELECTION & NEGOTIATION, SOURCING & TENDERING

9:00 AM - 5:00 PM

DORSETT GRAND SUBANG HOTEL, SELANGOR / LIVE ZOOM TRAINING

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17 & 18 NOVEMBER 2025

ANTI-BRIBERY AND CORRUPTION - S. 17A CORPORATE LIABILITY PERSPECTIVE

9:00 AM - 5:00 PM

DORSETT GRAND SUBANG HOTEL, SELANGOR / LIVE ZOOM TRAINING

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19 & 20 NOVEMBER 2025

POWER BI DESKTOP: MASTERING DATA VISUALIZATION

9:00 AM - 5:00 PM

WYNDHAM GRAND BANGSAR KUALA LUMPUR HOTEL / LIVE ZOOM TRAINING

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19 & 20 NOVEMBER 2025

FINANCE FOR NON FINANCE PROFESSIONALS

9:00 AM - 5:00 PM

WYNDHAM GRAND BANGSAR KUALA LUMPUR HOTEL / LIVE ZOOM TRAINING

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UPCOMING PROGRAM

NOVEMBER 2025

24 & 25 NOVEMBER 2025

HEATING, VENTILATION & AIR-CONDITIONING (HVAC)

9:00 AM - 5:00 PM

WYNDHAM GRAND BANGSAR KUALA LUMPUR HOTEL

CLICK HERE

24 & 25 NOVEMBER 2025

HIGH IMPACT TRANSFORMATIONAL LEADERSHIP SKILLS FOR MANAGERS & LEADERS USING NLP

9:00 AM - 5:00 PM

DORSETT GRAND SUBANG HOTEL, SELANGOR

CLICK HERE

26 & 27 NOVEMBER 2025

ELECTRICAL FOR NON ELECTRICAL PERSONAL

9:00 AM - 5:00 PM

WYNDHAM GRAND BANGSAR KUALA LUMPUR HOTEL

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OUTSOURCING TRAINING & CONSULTING
OTC Training Centre Sdn Bhd

UPCOMING PROGRAM

DECEMBER 2025

1 & 2 DECEMBER 2025

ENERGY MANAGEMENT FUNDAMENTALS FOR INDUSTRIES

9:00 AM - 5:00 PM

WYNDHAM GRAND BANGSAR KUALA LUMPUR HOTEL

CLICK HERE

1 & 2 DECEMBER 2025

SCHEDULED PLANNED MAINTENANCE AND PREDICTIVE MAINTENANCE

9:00 AM - 5:00 PM

AC HOTEL BY MARRIOTT, PENANG

CLICK HERE

3 & 4 DECEMBER 2025

TALENT MANAGEMENT AND SUCCESSION PLANNING

9:00 AM - 5:00 PM

DORSETT GRAND SUBANG HOTEL, SELANGOR

CLICK HERE

3 & 4 DECEMBER 2025

BASIC ENGINEERING & TECHNICAL KNOWLEDGE FOR TROUBLESHOOTING OF INDUSTRIAL MACHINE CIRCUIT FAULTY

9:00 AM - 5:00 PM

WYNDHAM GRAND BANGSAR KUALA LUMPUR HOTEL

CLICK HERE

3 & 4 DECEMBER 2025

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

9:00 AM - 5:00 PM

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UPCOMING PROGRAM

DECEMBER 2025

3 & 4 DECEMBER 2025

FUTURE-READY WORKFORCE: DEVELOPING ADVERSITY QUOTIENT IN STRENGTHENING MENTAL TOUGHNESS AND RESILIENCE

9:00 AM - 5:00 PM

WYNDHAM GRAND BANGSAR KUALA LUMPUR HOTEL

CLICK HERE

3 & 4 DECEMBER 2025

EFFECTIVE WAREHOUSE OPERATION AND INVENTORY MANAGEMENT- MALAY VERSION

9:00 AM - 5:00 PM

WYNDHAM GRAND BANGSAR KUALA LUMPUR HOTEL

CLICK HERE

3 & 4 DECEMBER 2025

ESSENTIAL COST CONTROLLING, REDUCTION AND SAVING STRATEGIES

9:00 AM - 5:00 PM

WYNDHAM GRAND BANGSAR KUALA LUMPUR HOTEL SELANGOR / LIVE ZOOM TRAINING

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3 & 4 DECEMBER 2025

CUSTOMS DOCUMENTATION, RULING, FACILITIES & LICENSED MANUFACTURING WAREHOUSE (LMW)

9:00 AM - 5:00 PM

WYNDHAM GRAND BANGSAR KUALA LUMPUR HOTEL / LIVE ZOOM TRAINING

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8 & 9 DECEMBER 2025

PROFESSIONAL PURCHASING SKILLS

9:00 AM - 5:00 PM

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UPCOMING PROGRAM

DECEMBER 2025

8 & 9 DECEMBER 2025

INTERVIEWING STRATEGIES (WITH PERSONALITY ASSESSMENT TOOL)

9:00 AM - 5:00 PM

WYNDHAM GRAND BANGSAR KUALA LUMPUR HOTEL

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8 & 9 DECEMBER 2025

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

9:00 AM - 5:00 PM

AC HOTEL BY MARRIOTT PENANG

CLICK HERE

8 & 9 DECEMBER 2025

HANDLING FULL SET ACCOUNTS COURSE

9:00 AM - 5:00 PM

WYNDHAM GRAND KUALA LUMPUR BANGSAR HOTEL/ LIVE ZOOM TRAINING

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8 & 9 DECEMBER 2025

UNDERSTANDING AND IMPLEMENTATION OF RESPONSIBLE BUSINESS ALLIANCE (RBA VERSION 8.0)

9:00 AM - 5:00 PM

WYNDHAM GRAND BANGSAR KUALA LUMPUR HOTEL / LIVE ZOOM TRAINING

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15 & 16 DECEMBER 2025

ESSENTIAL OF PROJECT MANAGEMENT

9:00 AM - 5:00 PM

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UPCOMING PROGRAM

DECEMBER 2025

15 & 16 DECEMBER 2025

UNDERSTANDING MALAYSIA SALES AND SERVICES TAX (SST)

9:00 AM - 5:00 PM

WYNDHAM GRAND KUALA LUMPUR BANGSAR HOTEL/ LIVE ZOOM TRAINING

CLICK HERE

15 & 16 DECEMBER 2025

MASTERING MALAYSIAN IMPORT, EXPORT, CUSTOMS DOCUMENTATION & PROCEDURES

9:00 AM - 5:00 PM

DORSETT GRAND SUBANG HOTEL, SELANGOR LIVE ZOOM TRAINING

CLICK HERE

15 & 16 DECEMBER 2025

MANAGING DISCIPLINE AND MISCONDUCT-HANDLING ABSENTEEIS PROBLEMATIC WORKERS, AND POOR PERFORMANCE

9:00 AM - 5:00 PM

WYNDHAM GRAND KUALA LUMPUR BANGSAR HOTEL/ LIVE ZOOM TRAINING

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15 & 16 DECEMBER 2025

EXCEL DASHBOARDS AND REPORTS

9:00 AM - 5:00 PM

WYNDHAM GRAND KUALA LUMPUR BANGSAR HOTEL/ LIVE ZOOM TRAINING

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17 & 18 DECEMBER 2025

MICROSOFT EXCEL-INTERMEDIATE LEVEL

9:00 AM - 5:00 PM

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UPCOMING PROGRAM

DECEMBER 2025

17 & 18 DECEMBER 2025

DATA PROTECTION OFFICER CERTIFICATE PROGRAMME

9:00 AM - 5:00 PM

WYNDHAM GRAND BANGSAR KUALA LUMPUR HOTEL / REMOTE ONLINE TRAINING

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17 & 18 DECEMBER 2025

UNDERSTANDING INCOTERMS 2020, CUSTOMS PROCESS & TRADE FINANCING INTERNATIONAL AND DOMESTIC TRADE

9:00 AM - 5:00 PM

DORSETT GRAND SUBANG HOTEL, SELANGOR / REMOTE ONLINE TRAINING

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CONTACT US!

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