

TRAINING CALENDAR

JANUARY 2017



Developing Communication and Interpersonal Skills

2 nd January-2017 Movenpick Hotel Karachi
3 rd January-2017 Royal Palm Lahore
Course Fees: 15,500/
Course Facilitator: Naila Sidat (Karachi Session)
Course Facilitator: Natasha Awan (Lahore Session)



Time, Stress Management and Managing Difficult Staff Situations

3rd January-2017 Movenpick Hotel Karachi
4th January-2017 Royal Palm Lahore
Course Fees: 15,500/
Course Facilitator: Naila Sidat (Karachi Session)
Course Facilitator: Natasha Awan (Lahore Session)



People's Champion

5 and 6 January-2017 Movenpick Hotel Karachi
12-13 January-2017 Royal Palm Lahore
Course Fees: 35,000/
Course Facilitator: Dr. Syed Pir Ijlal

Interviewing Skills

10 January-2017 Movenpick Hotel Karachi
11 January-2017 Royal Palm Lahore
Course Fees: 18,000 /
Course Facilitator: Dr. Syed Pir Ijlal



The Role of the 21st Century Executive Secretary

Corporate Secretary, Personal Secretary, PA, Assistant, HR and Administration Professionals
17-18 January 2017 Movenpick Hotel Karachi
19-20 January 2017 Royal Palm Lahore
Workshop Investment PKR 48,000/-
Course Facilitator: MICHELE THWAITS



Budgeting, Planning & Cost Controlling Masterclass

17-18 January-2017 Movenpick Hotel Karachi
23-24 January-2017 Royal Palm Lahore
Course Fees: 69,000/
Course Facilitator: Ayman Shokry

Advanced Purchasing, Supply Chain Management and

Contract administration, fundamentals & contract drafting
19-20 January-2017 Movenpick Hotel Karachi
25-26 January-2017 Royal Palm Lahore
Course Fees: 69,000/
Course Facilitator: Ayman Shokry



Import, Export & Shipping Management

19 January 2017 Royal Palm Lahore
25 January 2017 Movenpick Hotel Karachi
Course Fees: 18,500 /
Course Facilitator: Obaid Iqbal



Corporate Leadership Skills

24 January-2017 Movenpick Hotel Karachi
26 January-2017 Royal Palm Lahore
Course Fees: 15,500 /
Course Facilitator: Faizan Ahmed



Unfolding Complexities of Payroll with Important Federal and Provincial

17 January 2017 Royal Palm Lahore
19 January 2017 Movenpick Hotel Karachi
Course Fees: 18,500/
Course Facilitator: Syed Amir Inam

Withholding Tax Workshop

18 January 2017 Royal Palm Lahore
20 January 2017 Movenpick Hotel Karachi
Course Fees: 18,500/
Course Facilitator: Syed Amir Inam