



Code	Category	Course	City
IT 809	IT, Telecommunication , Networking Training Courses	Professional Data Protection officer	Beijing
SM 102	Customer Service, Sales , Marketing Training Courses	Quality Customer Service for Supervisors and Managers	Beijing
AC 104	Administration and Secretarial Training Courses	Effective Administration Skills for Secretaries	Beijing
OG 106	Petroleum, Oil , Gas Training Courses	Finance & Accounting for the Oil & Gas Industry	Beijing
PC 108	Purchasing, Inventory , Contracts Training Courses	Strategic Purchasing and Supply Management	Beijing
PR 110	Public Relations , communication skills Training Courses	Driving Business Performance with Social Media for Motivation of Employees	Beijing
PR 112	Public Relations , communication skills Training Courses	Communicating to Your Senior Management and Key Stakeholders	Beijing
MT 114	Management Training Courses	Successful Management for Business Achievement	Beijing
LC 116	Leadership Training Courses	Creative Strategic Planning and Leadership	Beijing
MA 118	Maintenance Planning, Process Engineering , Instrumentation Training Courses	Maintenance Planning, Scheduling and Control	Beijing
IT 120	IT, Telecommunication , Networking Training Courses	PLC Telemetry and SCADA Technologies	Beijing
AC 122	Administration and Secretarial Training Courses	Administrative & Executive Secretarial Skills	Beijing



FA 124	Finance, Accounting , Budgeting Training Courses	Accounts Payable From Accounting to Management (Planning, Organizing and Achieving Best Practices)	Beijing
MA 126	Maintenance Planning, Process Engineering , Instrumentation Training Courses	Operational Excellence in the Process Industry	Beijing
MA 128	Maintenance Planning, Process Engineering , Instrumentation Training Courses	Process Plant Optimisation & Energy Conservation	Beijing
MA 130	Maintenance Planning, Process Engineering , Instrumentation Training Courses	Vibration Monitoring, Analysis, Alignment & Balancing	Beijing
OG 132	Petroleum, Oil , Gas Training Courses	Flooding: A to Z of Best Practices	Beijing
OG 134	Petroleum, Oil , Gas Training Courses	Operation, Diagnostics and Maintenance of Equipment for Oil & Gas Production	Beijing
CM 136	Chemical, Mechanical Engineering Training Courses	Heat Transfer: Augmentation Techniques in the Process Industry	Beijing
CM 138	Chemical, Mechanical Engineering Training Courses	Transport of Solids: Hydraulic & Pneumatic Conveying	Beijing
OG 140	Petroleum, Oil , Gas Training Courses	The A to Z of Petroleum Industry	Beijing
CM 142	Chemical, Mechanical Engineering Training Courses	Welding Technology	Beijing
LC 144	Leadership Training Courses	Strategy, Leadership & Innovation: achieving strategy through leadership	Beijing



EE 146	Energy, Electrical Engineering Training Courses	Power Generation: Gas Turbines Co Generation Combined Cycle Plants Wind Power Generation and Solar Power	Beijing
148		Oil & Gas Economics & Risk Evaluation	
FA 150	Finance, Accounting , Budgeting Training Courses	International Financial Reporting Standards	Beijing
FA 152	Finance, Accounting , Budgeting Training Courses	The Financial Excellence Programme	Beijing
MA 154	Maintenance Planning, Process Engineering , Instrumentation Training Courses	Maintenance Leadership	Beijing
MA 156	Maintenance Planning, Process Engineering , Instrumentation Training Courses	Effective Reliability & Maintenance Best Practices	Beijing
OG 158	Petroleum, Oil , Gas Training Courses	Oil & Gas Accounting & Performance Measurement	Beijing
MA 160	Maintenance Planning, Process Engineering , Instrumentation Training Courses	Maintenance Shutdown Planning	Beijing
FA 162	Finance, Accounting , Budgeting Training Courses	Fast Closing Month end & Year end Accounts	Beijing
FA 164	Finance, Accounting , Budgeting Training Courses	Setting & Controlling Budgets	Beijing
FA 166	Finance, Accounting , Budgeting Training Courses	Preparing Budgets	Beijing
FA 168	Finance, Accounting , Budgeting Training Courses	Finance, Risk Management & Corporate Governance	Beijing



HS 169	Health, Safety, Security , Environment Training Courses	Prevention and firefighting systems ,Evaluation of advanced risk management	Beijing
HS 171	Health, Safety, Security , Environment Training Courses	Fire risk management strategies, Prevention, Control, Monitor and analyze risk Accidents	Beijing
FA 173	Finance, Accounting , Budgeting Training Courses	Financial Management for Non Financial Professionals	Beijing
FA 175	Finance, Accounting , Budgeting Training Courses	Accounting, Decision Making & Financial Communication	Beijing
FA 177	Finance, Accounting , Budgeting Training Courses	The Advanced Finance Leaders Programme	Beijing
HS 179	Health, Safety, Security , Environment Training Courses	IOSH Managing Safely	Beijing
HS 181	Health, Safety, Security , Environment Training Courses	Contamination and Hazardous Wastes Management and Prevention	Beijing
PR 183	Public Relations , communication skills Training Courses	Media Management in Crisis Communications	Beijing
HS 185	Health, Safety, Security , Environment Training Courses	Developing an Effective Safety Culture	Beijing
HS 187	Health, Safety, Security , Environment Training Courses	Excellence in Health Care Management	Beijing
HS 189	Health, Safety, Security , Environment Training Courses	Environmental Monitoring and Modelling: Environmental Management Systems	Beijing
HS 191	Health, Safety, Security , Environment Training Courses	Level 4 Award in Health & Safety in the Workplace	Beijing
HS 193	Health, Safety, Security , Environment Training Courses	Alarm Management	Beijing



HS 195	Health, Safety, Security , Environment Training Courses	HSE Leadership	Beijing
HS 197	Health, Safety, Security , Environment Training Courses	Confined Space Awareness and Compliance: Safe Work Practices for Confined Space Entry	Beijing
HS 199	Health, Safety, Security , Environment Training Courses	Advanced Safety Audit (ASA)	Beijing
HS 201	Health, Safety, Security , Environment Training Courses	Energy, Carbon and the Environment	Beijing
HS 203	Health, Safety, Security , Environment Training Courses	Environmental Management Certificate	Beijing
HS 205	Health, Safety, Security , Environment Training Courses	Safety Management Best Practices	Beijing
MT 207	Management Training Courses	Strategic Crisis Management: Planning for Unexpected Challenges	Beijing
HT 209	Human Resource , Training	Workplace Mediation and Conflict Resolution Skills	Beijing
HT 211	Human Resource , Training	Employee Relations: Motivation, Grievances and Discipline (Certified Employee Relationship Specialist)ent (Certified HR Professional)	Beijing
HT 213	Human Resource , Training	Strategic Change Management for HR Professionals	Beijing
HT 215	Human Resource , Training	Driving Performance through Talent Management	Beijing
HT 217	Human Resource , Training	Managing and Coordinating Training Proactively	Beijing
HT 219	Human Resource , Training	Human Resources Development & Personnel Management	Beijing



LC 221	Leadership Training Courses	Leading Creatively	Beijing
HT 223	Human Resource , Training	The 5 Day MBA in HR	Beijing
HT 225	Human Resource , Training	Mastering Training Needs Analysis and Training Evaluation & Maximising Training ROI	Beijing
HT 227	Human Resource , Training	Competency Based Management	Beijing
HT 229	Human Resource , Training	The Effective Human Resources Administrator	Beijing
HT 231	Human Resource , Training	Measuring & Maximising Training ROI	Beijing
HT 233	Human Resource , Training	Human Resources Management	Beijing
HT 234	Human Resource , Training	(HRICP) Human Resources International Certificate Professional	Beijing
IT 236	IT, Telecommunication , Networking Training Courses	Business System Analysis: Discovering, Analysis, Modelling & Specifying User Requirements (Certified Business System Analyst)	Beijing
AC 238	Administration and Secretarial Training Courses	The Senior Administrator Program	Beijing
LC 240	Leadership Training Courses	Leading with Emotional Intelligence: Psychology of Leadership (Certified Leader)	Beijing
LC 242	Leadership Training Courses	Building Personal Leadership Skills : Creating Stronger Relationships for a Stronger Organisation	Beijing
MT 244	Management Training Courses	Priority Management: Optimising Time, Workflow & Productivity	Beijing
LC 246	Leadership Training Courses	The Middle Manager Development Programme: Creating Future Leaders	Beijing



MT 248	Management Training Courses	High Impact Supervisory Skills	Beijing
MT 250	Management Training Courses	Strategic Planning & Goal Setting: Setting Business Goals, Targets & Deliverables (Certified Planner)	Beijing
MT 252	Management Training Courses	Business Brain Train: The Whole Brain Approach To Business Effectiveness	Beijing
MT 254	Management Training Courses	Setting Priorities, Time Management & Stress Reduction: Managing Stress & Pressure at Work	Beijing
AC 256	Administration and Secretarial Training Courses	The Senior Secretary Development Programme (Professional Certificate)	Beijing
AC 258	Administration and Secretarial Training Courses	The Professional Office Manager Programme	Beijing
MT 261	Management Training Courses	Succeeding as a New Manager	Beijing
LC 263	Leadership Training Courses	Leadership Development: Self Awareness, Skills and Strategies	Beijing
AC 265	Administration and Secretarial Training Courses	Effective Presentation Skills	Beijing
LC 267	Leadership Training Courses	Leadership - Master Class	Beijing
PR 269	Public Relations , communication skills Training Courses	Advanced Communication & Problem Solving	Beijing
FA 271	Finance, Accounting , Budgeting Training Courses	Effective Budgeting, Planning & Control	Beijing
LC 273	Leadership Training Courses	Commanding Presence: Advanced Communication and Presentation Skills	Beijing



LC 275	Leadership Training Courses	The Virtual Leader: Developing & Leading Teams	Beijing
OG 277	Petroleum, Oil , Gas Training Courses	Petroleum Financial Management	Beijing
MT 279	Management Training Courses	Task Management Skills	Beijing
MT 281	Management Training Courses	Best Practices in Multishift Operations	Beijing
HS 283	Health, Safety, Security , Environment Training Courses	Safety Engineering & Risk Assessment	Beijing
LC 284	Leadership Training Courses	Task Leadership Skills	Beijing
MT 286	Management Training Courses	Negotiating & Dispute Resolutions	Beijing
HS 288	Health, Safety, Security , Environment Training Courses	Healthcare Performance Improvement	Beijing
MT 290	Management Training Courses	Writing Effective Policies & Procedures	Beijing
PM 292	Project Management Training Courses	Business Analysis within a Project Environment	Beijing
FA 294	Finance, Accounting , Budgeting Training Courses	Advanced Accounting & Finance Management	Beijing
MT 295	Management Training Courses	Skills For Women at Work	Beijing
PR 297	Public Relations , communication skills Training Courses	Public Relations and Media Skills	Beijing
PR 299	Public Relations , communication skills Training Courses	Protocol & Event Management (Certified Event Specialist)	Beijing
HT 301	Human Resource , Training	Design, Execute & Evaluate Training Programs	Beijing



MT 303	Management Training Courses	Key Managerial Skills for New Managers and Supervisors	Beijing
SM 305	Customer Service, Sales , Marketing Training Courses	Power Selling	Beijing
SM 307	Customer Service, Sales , Marketing Training Courses	Beyond Customer Service: Building a Customer Centric Organisation	Beijing
SM 309	Customer Service, Sales , Marketing Training Courses	Key Account Management: Establishing Profitable Customer Relationships	Beijing
SM 311	Customer Service, Sales , Marketing Training Courses	Implementing and Managing a Customer Complaints System	Beijing
PR 313	Public Relations , communication skills Training Courses	Communication for PR Professional	Beijing
SM 315	Customer Service, Sales , Marketing Training Courses	Certified Marketing Professional	Beijing
PR 317	Public Relations , communication skills Training Courses	Advanced Public Relations	Beijing
PC 319	Purchasing, Inventory , Contracts Training Courses	Negotiating Contracts Effectively	Beijing
PM 321	Project Management Training Courses	Project Cost Estimating Skills: Planning for Performance Excellence II	Beijing
PM 323	Project Management Training Courses	The Complete Course on Project Management	Beijing
PC 325	Purchasing, Inventory , Contracts Training Courses	Category Management in Procurement	Beijing
CV 327	Construction, Civil Engineering , Asset Management Training Courses	Managing & Negotiating with Consultants & Contractors	Beijing



EE 329	Energy, Electrical Engineering Training Courses	Solar PV System Design	Beijing
EE 331	Energy, Electrical Engineering Training Courses	Modern Power System Protective Relaying	Beijing
CV 333	Construction, Civil Engineering , Asset Management Training Courses	Structural Rehabilitation of Bridges	Beijing
CV 335	Construction, Civil Engineering , Asset Management Training Courses	Building Condition Assessment	Beijing
PM 337	Project Management Training Courses	Project Management Professionals (PMP, PMI)	Beijing
HS 339	Health, Safety, Security , Environment Training Courses	The Successful Healthcare Supervisor	Beijing
PC 341	Purchasing, Inventory , Contracts Training Courses	Supply Chain: Concept, Solution & Application	Beijing
CV 343	Construction, Civil Engineering , Asset Management Training Courses	Construction Contracts Master Class	Beijing
CM 345	Chemical, Mechanical Engineering Training Courses	Production Chemistry - OGPC	Beijing
PC 347	Purchasing, Inventory , Contracts Training Courses	Implementing the PreAward Phase of a Project or Major Procurement	Beijing
PC 349	Purchasing, Inventory , Contracts Training Courses	Resolving Contractual Claims and Disputes	Beijing
SM 351	Customer Service, Sales , Marketing Training Courses	Sales & Marketing Strategies	Beijing
PC 353	Purchasing, Inventory , Contracts Training Courses	Mastering Contract Management and Claims Mitigation (Certified Contracts Professional)	Beijing



PC 355	Purchasing, Inventory , Contracts Training Courses	Supply Chain Risk Management	Beijing
PM 357	Project Management Training Courses	Earned Value Management for Project Performance Measurement	Beijing
SM 359	Customer Service, Sales , Marketing Training Courses	Sales and Operations Planning & Integrating the Business	Beijing
MT 724	Management Training Courses	Strategic planning and Strategic Management, Crisis management and problem Solving	Beijing
MA 362	Maintenance Planning, Process Engineering , Instrumentation Training Courses	Economic & Technical Evaluations in Engineering & Maintenance	Beijing
CM 364	Chemical, Mechanical Engineering Training Courses	Flow Measurement and Custody Transfer	Beijing
EE 366	Energy, Electrical Engineering Training Courses	ISO 50001 Developing and Implementing an Energy Management	Beijing
HS 368	Health, Safety, Security , Environment Training Courses	Safety in Process Design	Beijing
PM 370	Project Management Training Courses	Construction Site Management & Supervision	Beijing
HS 372	Health, Safety, Security , Environment Training Courses	Healthcare Information Systems Management	Beijing
FA 374	Finance, Accounting , Budgeting Training Courses	Feasibility Studies: Preparation, Analysis & Evaluation	Beijing
PM 376	Project Management Training Courses	FINANCING ENERGY PROJECTS	Beijing
MT 378	Management Training Courses	Managing Multiple Tasks, Priorities & Deadlines	Beijing



PM 380	Project Management Training Courses	Project Management Specialist	Beijing
PM 382	Project Management Training Courses	Project Start up Seminar	Beijing
PM 384	Project Management Training Courses	The Project Management Professional Examination Preparatory Course	Beijing
IT 386	IT, Telecommunication , Networking Training Courses	Effective Business Decisions Using Data Analysis	Beijing
LC 388	Leadership Training Courses	Advanced Problem Solving & Decision Making Creative Problem Solving for Innovative Leadership	Beijing
LC 390	Leadership Training Courses	Communication, Coordination & Leadership	Beijing
LC 392	Leadership Training Courses	Leadership Excellence in Handling Pressure & Stress	Beijing
LC 394	Leadership Training Courses	Advanced High Performance Leadership	Beijing
MT 396	Management Training Courses	Strategic Planning, Development & Implementation	Beijing
FA 398	Finance, Accounting , Budgeting Training Courses	Financial Analysis, Planning & Controlling Budgets	Beijing
FA 400	Finance, Accounting , Budgeting Training Courses	Developing, Improving & Monitoring the Internal Audit Function	Beijing
AC 402	Administration and Secretarial Training Courses	Effective Office Management	Beijing
LC 404	Leadership Training Courses	Decisions, Dynamics & Leadership Styles	Beijing
LC 406	Leadership Training Courses	Inspirational Leadership Strategy Culture and Change	Beijing



AC 408	Administration and Secretarial Training Courses	Office Management & Effective Administration Skills	Beijing
IT 410	IT, Telecommunication , Networking Training Courses	Strategic IT Leadership	Beijing
LC 412	Leadership Training Courses	The Leadership Journey Communication Innovation & Vision	Beijing
LC 414	Leadership Training Courses	The Virtual Leader Developing & Leading Teams	Beijing
MT 416	Management Training Courses	Strategic Thinking & Business Planning	Beijing
AC 418	Administration and Secretarial Training Courses	Archiving & Filing	Beijing
LC 420	Leadership Training Courses	Leadership Communication & Interpersonal Skills Leadership through Self Mastery	Beijing
LC 422	Leadership Training Courses	Smart Leadership Achieving Strategy through Leadership and Innovation	Beijing
MA 424	Maintenance Planning, Process Engineering , Instrumentation Training Courses	Medium Voltage & High Voltage Switchgear Operations & Maintenance	Beijing
EE 426	Energy, Electrical Engineering Training Courses	System Earthing and Protective Earthing in Utilities and Industrial Electrical Networks	Beijing
IT 428	IT, Telecommunication , Networking Training Courses	GPRS Technical Overview	Beijing
IT 431	IT, Telecommunication , Networking Training Courses	ATM Frame Relay and IP Integregation	Beijing
IT 434	IT, Telecommunication , Networking Training Courses	ATM: Advanced Concepts and Developments	Beijing



LC 440	Leadership Training Courses	Supervisory Skills And Development of leadership	Beijing
FA 442	Finance, Accounting , Budgeting Training Courses	Integrating Budgeting, Forecasting and Business Planning	Beijing
FA 444	Finance, Accounting , Budgeting Training Courses	Understanding Finance to Influence Strategic Decisions	Beijing
FA 446	Finance, Accounting , Budgeting Training Courses	Finance and Accounting for Office Administrators & Secretaries	Beijing
FA 448	Finance, Accounting , Budgeting Training Courses	The 5_Day MBA in Finance	Beijing
FA 450	Finance, Accounting , Budgeting Training Courses	Corporate & Financial Restructuring	Beijing
FA 452	Finance, Accounting , Budgeting Training Courses	Financial Strategy: Essential Finance Management Skills	Beijing
LC 454	Leadership Training Courses	Certificate in Leadership & Management Excellence	Beijing
AC 456	Administration and Secretarial Training Courses	Critical Competencies for Administrators & Secretaries	Beijing
SM 458	Customer Service, Sales , Marketing Training Courses	Customer Service Mindset	Beijing
SM 460	Customer Service, Sales , Marketing Training Courses	Marketing Channels Distribution Channel Management	Beijing
SM 462	Customer Service, Sales , Marketing Training Courses	Market Analysis Competitive Intelligence & Benchmarking	Beijing
CV 464	Construction, Civil Engineering , Asset Management Training Courses	Building Finishes and Rehabilitation Works	Beijing
PR 466	Public Relations , communication skills Training Courses	Public Relations Campaigns _ From Planning to Execution	Beijing



SM 468	Customer Service, Sales , Marketing Training Courses	Developing & Implementing Strategic Marketing Plans	Beijing
SM 470	Customer Service, Sales , Marketing Training Courses	Achieving Excellence in Customer Service _ Providing a Quality Service	Beijing
HT 472	Human Resource , Training	Compensation & Benefits Administrator	Beijing
HT 474	Human Resource , Training	Linking Training to Organisational Goals	Beijing
HT 476	Human Resource , Training	HR Skills for HR Administrators	Beijing
SM 478	Customer Service, Sales , Marketing Training Courses	Managing Service Quality and Customer Satisfaction (Certified Customer Management Specialist)	Beijing
SM 480	Customer Service, Sales , Marketing Training Courses	Advanced Customer Service Management	Beijing
SM 482	Customer Service, Sales , Marketing Training Courses	Certified Sales Professional	Beijing
MA 484	Maintenance Planning, Process Engineering , Instrumentation Training Courses	AC Electrical Motors & Drives Troubleshooting, Maintenance & Protection	Beijing
CM 486	Chemical, Mechanical Engineering Training Courses	Process Plant Start_up and Commissioning	Beijing
CM 488	Chemical, Mechanical Engineering Training Courses	Shutdowns, Turnarounds and Outages	Beijing
OG 490	Petroleum, Oil , Gas Training Courses	Crisis Management & Emergency Response for the Oil and Gas Industry	Beijing
LC 492	Leadership Training Courses	Leading Under Pressure	Beijing
HS 494	Health, Safety, Security , Environment Training Courses	Marine Pollution and Management	Beijing



PR 496	Public Relations , communication skills Training Courses	Corporate Social Responsibility	Beijing
HS 498	Health, Safety, Security , Environment Training Courses	Advanced occupational Safety and Health Administration	Beijing
HS 500	Health, Safety, Security , Environment Training Courses	Security Management, Planning & Asset Protection	Beijing
HS 502	Health, Safety, Security , Environment Training Courses	The Security Officer Development Programme Developing Practical Skills & Techniques	Beijing
AC 504	Administration and Secretarial Training Courses	Organising and Behavioural Skills for Administrative Professionals_ Executive Secretaries_ PAs	Beijing
AC 506	Administration and Secretarial Training Courses	Strategies for the security of documents and electronic information	Beijing
OG 508	Petroleum, Oil , Gas Training Courses	Materials of Construction for Process Equipment & Piping Systems “ Selection and In_Service Performance	Beijing
CV 510	Construction, Civil Engineering , Asset Management Training Courses	Construction Quality Control and Site Inspection	Beijing
AC 512	Administration and Secretarial Training Courses	Professional Secretarial & Administration Skills	Beijing
AC 514	Administration and Secretarial Training Courses	E Library Management Techniques	Beijing
MA 516	Maintenance Planning, Process Engineering , Instrumentation Training Courses	Pumps, compressor and turbine: Selection, Operation & Maintenance	Beijing



OG 518	Petroleum, Oil , Gas Training Courses	Surface Production Operations	Beijing
OG 520	Petroleum, Oil , Gas Training Courses	Flow Measurement and Custody Transfer	Beijing
PC 522	Purchasing, Inventory , Contracts Training Courses	Contracts Management Specialist	Beijing
PC 524	Purchasing, Inventory , Contracts Training Courses	Service Level Agreements	Beijing
CV 526	Construction, Civil Engineering , Asset Management Training Courses	Asset Management & ISO 55000 Series	Beijing
CV 528	Construction, Civil Engineering , Asset Management Training Courses	Facilities Management Specialist	Beijing
MT 530	Management Training Courses	Business Strategy Essentials : Introduction to Strategic Management	Beijing
FA 532	Finance, Accounting , Budgeting Training Courses	Masterclass Advanced Strategies in Oil & Gas Finance & Accounting	Beijing
FA 534	Finance, Accounting , Budgeting Training Courses	Strategic Planning, Management Control & Effective Budgeting	Beijing
LC 536	Leadership Training Courses	Strategy, Risks, Negotiation & Leadership	Beijing
OG 538	Petroleum, Oil , Gas Training Courses	Metallurgy for Non Metallurgists	Beijing
CM 540	Chemical, Mechanical Engineering Training Courses	Risk Based Strategies for Inspection & Maintenance (RBI & RBM)	Beijing
LC 542	Leadership Training Courses	PLC & SCADA Systems and Leadership Skills	Beijing



OG 544	Petroleum, Oil , Gas Training Courses	Building Operational Excellence in the Process Industry	Beijing
MA 546	Maintenance Planning, Process Engineering , Instrumentation Training Courses	Maintenance Management: Developing & Enhancing Maintenance Strategies	Beijing
HS 548	Health, Safety, Security , Environment Training Courses	Working & Safety in Chemical Laboratory, Preparation & Take Sample Workshop	Beijing
MA 550	Maintenance Planning, Process Engineering , Instrumentation Training Courses	UPS Systems & Battery Chargers: Maintenance & Troubleshooting	Beijing
EE 552	Energy, Electrical Engineering Training Courses	Electrical Installations & Maintenance: Design, Inspection_Testing, Maintenance and Resilience	Beijing
MA 554	Maintenance Planning, Process Engineering , Instrumentation Training Courses	Modern Maintenance Technologies: Challenging Traditional Approaches in Maintenance	Beijing
AC 556	Administration and Secretarial Training Courses	Efficient Administration Skills	Beijing
AC 558	Administration and Secretarial Training Courses	The Office Professional and Records Management Masterclass	Beijing
CM 560	Chemical, Mechanical Engineering Training Courses	Instrumentation Engineering Practices for Facilities Personnel	Beijing
MA 562	Maintenance Planning, Process Engineering , Instrumentation Training Courses	Predictive Maintenance	Beijing
MT 564	Management Training Courses	Time Management and Personal Effectiveness	Beijing



LC 566	Leadership Training Courses	The Three _ Dimensions of Leadership	Beijing
HS 568	Health, Safety, Security , Environment Training Courses	Legal Aspects of Health Care	Beijing
OG 570	Petroleum, Oil , Gas Training Courses	Gas Production Engineering GPO	Beijing
MA 572	Maintenance Planning, Process Engineering , Instrumentation Training Courses	Strategic Maintenance Planning	Beijing
MT 725	Management Training Courses	Coordinating and supervising the executive departments	Beijing
OG 575	Petroleum, Oil , Gas Training Courses	Production Planning & Scheduling Petroleum Refineries	Beijing
EE 577	Energy, Electrical Engineering Training Courses	Electric Power Distribution System For Industrial Plants	Beijing
MA 579	Maintenance Planning, Process Engineering , Instrumentation Training Courses	Maintenance Planning Schedule & Work Control	Beijing
EE 581	Energy, Electrical Engineering Training Courses	Safe Operation & Maintenance of Circuit Breakers and Switchgears	Beijing
MA 583	Maintenance Planning, Process Engineering , Instrumentation Training Courses	Advanced Maintenance Management	Beijing
HS 585	Health, Safety, Security , Environment Training Courses	Developing and Effective Safety Culture	Beijing
HS 587	Health, Safety, Security , Environment Training Courses	Advanced Health & Safety Management	Beijing
HT 589	Human Resource , Training	Basics of Human Resource Management	Beijing



HT 590	Human Resource , Training	Essential Skills for Effective Training Administration	Beijing
IT 592	IT, Telecommunication , Networking Training Courses	Agile Test Driven Development Training	Beijing
HT 594	Human Resource , Training	Compensation Packages and Salary Structure	Beijing
596		Manpower Organisation, Succession Planning & Trend Analysis	
HT 598	Human Resource , Training	Train the Trainer: From Design to Delivery	Beijing
HT 600	Human Resource , Training	Compensation & Benefits Management	Beijing
LC 602	Leadership Training Courses	Leadership and Management Skills for the 21st Century	Beijing
AC 604	Administration and Secretarial Training Courses	Document Control	Beijing
HT 606	Human Resource , Training	The Oxford HRM & Training Programme	Beijing
SM 608	Customer Service, Sales , Marketing Training Courses	Customer Focused Management	Beijing
FA 610	Finance, Accounting , Budgeting Training Courses	Modern international standards of Internal Audit Function	Beijing
PC 612	Purchasing, Inventory , Contracts Training Courses	Purchasing Techniques, Negotiating & Cost Reduction	Beijing
PC 614	Purchasing, Inventory , Contracts Training Courses	The Complete Course on Contracts & Purchasing Management	Beijing
PC 616	Purchasing, Inventory , Contracts Training Courses	The Complete Course on Purchasing Management	Beijing



PC 618	Purchasing, Inventory , Contracts Training Courses	Negotiating, Drafting & Understanding Contracts	Beijing
PC 620	Purchasing, Inventory , Contracts Training Courses	Contract Drafting for Procurement, Tendering & Commissioning	Beijing
PC 622	Purchasing, Inventory , Contracts Training Courses	Effective Global Procurement	Beijing
IT 633	IT, Telecommunication , Networking Training Courses	Advanced AutoCAD Training	Beijing
CV 635	Construction, Civil Engineering , Asset Management Training Courses	Pavement Construction and Maintenance Management Based on GIS	Beijing
EE 637	Energy, Electrical Engineering Training Courses	Introduction to High Voltage Equipment and Power Systems	Beijing
EE 639	Energy, Electrical Engineering Training Courses	Protection of Electrical Power Systems	Beijing
CM 641	Chemical, Mechanical Engineering Training Courses	Process Equipment & Piping Systems	Beijing
MA 643	Maintenance Planning, Process Engineering , Instrumentation Training Courses	Safe Handling, Operation and Maintenance of Electrical Equipment in Hazardous Areas	Beijing
HS 645	Health, Safety, Security , Environment Training Courses	Safety Instrumentation & Emergency Shutdown Systems	Beijing
PC 647	Purchasing, Inventory , Contracts Training Courses	Effective Purchasing, Tendering & Supplier Selection	Beijing
PC 649	Purchasing, Inventory , Contracts Training Courses	Logistics & Supply Chain Management	Beijing
PC 651	Purchasing, Inventory , Contracts Training Courses	Managing Vendor Qualification, Performance & Contract Compliance	Beijing



PM 653	Project Management Training Courses	Project Risk Management & Compliance	Beijing
PC 655	Purchasing, Inventory , Contracts Training Courses	Effective Purchasing and Contract Negotiation Strategies	Beijing
PM 657	Project Management Training Courses	The Contracts & Project Management MBA	Beijing
PM 659	Project Management Training Courses	Project Management, Scheduling & Compliance: Planning, Scheduling & Control	Beijing
PM 661	Project Management Training Courses	Project Leadership in Action: Power, Influence, Politics and Negotiations	Beijing
IT 663	IT, Telecommunication , Networking Training Courses	Data Management, Manipulation and Analysis using Excel	Beijing
IT 665	IT, Telecommunication , Networking Training Courses	Information Security Management	Beijing
OG 667	Petroleum, Oil , Gas Training Courses	Amine Gas Sweetening& Sulphur Recovery	Beijing
IT 669	IT, Telecommunication , Networking Training Courses	CAD Quality Assurance, Productivity Improvement & New CAD Methodologies	Beijing
IT 671	IT, Telecommunication , Networking Training Courses	Information Management Compliance	Beijing
MT 673	Management Training Courses	International Joint Ventures and Strategic Alliances	Beijing
IT 675	IT, Telecommunication , Networking Training Courses	Agile Business Analyst Training	Beijing
CV 677	Construction, Civil Engineering , Asset Management Training Courses	Road Project Management	Beijing



IT 679	IT, Telecommunication , Networking Training Courses	Information Technology Project Management	Beijing
OG 681	Petroleum, Oil , Gas Training Courses	Managing Project Risks in the Oil & Gas Industry	Beijing
IT 683	IT, Telecommunication , Networking Training Courses	Introduction to TCP_IP and Internet Security	Beijing
HT 685	Human Resource , Training	Legal Aspects of HR and Personnel Management	Beijing
AC 686	Administration and Secretarial Training Courses	Advanced Office Management & Secretarial Effective Administration Skills	Beijing
AC 687	Administration and Secretarial Training Courses	Documents and Records Management Compliance: (ISO: 15489 Standard)	Beijing
AC 688	Administration and Secretarial Training Courses	Effective Report Writing Skills	Beijing
AC 689	Administration and Secretarial Training Courses	Executive Secretariat and Office Management for Top Management	Beijing
MT 691	Management Training Courses	Masterclass for Administrative Professionals, Secretaries & PAs	Beijing
AC 693	Administration and Secretarial Training Courses	Secretariat _ Future Office Management	Beijing
IT 695	IT, Telecommunication , Networking Training Courses	Managing IT Projects Effectively	Beijing
PC 697	Purchasing, Inventory , Contracts Training Courses	Inventory and Stock Control Management	Beijing
PR 699	Public Relations , communication skills Training Courses	Mastering Public Relations & Communications Practice	Beijing
LC 701	Leadership Training Courses	The Oxford Advanced Management & Leadership Programme	Beijing



MA 703	Maintenance Planning, Process Engineering , Instrumentation Training Courses	Planning and Scheduling Maintenance Work Comprehensive	Beijing
HS 705	Health, Safety, Security , Environment Training Courses	OSHA in Professional Safety and Health	Beijing
IT 706	IT, Telecommunication , Networking Training Courses	Kaspersky Endpoint Security and Management	Beijing
EE 727	Energy, Electrical Engineering Training Courses	Alternative energy	Beijing
CV 726	Construction, Civil Engineering , Asset Management Training Courses	Workshop sustainable cities	Beijing
PR 710	Public Relations , communication skills Training Courses	Public Relations Responsibility	Beijing
PM 712	Project Management Training Courses	Project Monitoring & Control	Beijing
PM 714	Project Management Training Courses	Project Management From Idea to Implementation & Beyond	Beijing
PM 716	Project Management Training Courses	Project Managers Guide	Beijing
PM 718	Project Management Training Courses	ADVANCED CAPITAL PROJECT EVALUATION & DECISION MAKING	Beijing
PM 720	Project Management Training Courses	Advanced Project Management	Beijing
CM 722	Chemical, Mechanical Engineering Training Courses	Chemical Laboratory Instrumentation: Operation, Quality and Safety of Equipment	Beijing
MT 735	Management Training Courses	Quality Management (QMS) for Airlines	Beijing



CM 737	Chemical, Mechanical Engineering Training Courses	ISO 17025 Laboratory Quality Management	Beijing
IT 739	IT, Telecommunication , Networking Training Courses	Cyber security Foundations	Beijing
IT 741	IT, Telecommunication , Networking Training Courses	Cyber Security Specialist	Beijing
MA 743	Maintenance Planning, Process Engineering , Instrumentation Training Courses	Facility Planning and Management	Beijing
MA 745	Maintenance Planning, Process Engineering , Instrumentation Training Courses	Advanced Maintenance Management and Control	Beijing
MA 747	Maintenance Planning, Process Engineering , Instrumentation Training Courses	Electrical & Instrumentation Design, Installation & Operation	Beijing
AC 751	Administration and Secretarial Training Courses	Strategic Planning for Records and Archives Services	Beijing
PC 750	Purchasing, Inventory , Contracts Training Courses	Supply Chain Management: Inventory Management and Control	Beijing
CV 753	Construction, Civil Engineering , Asset Management Training Courses	Asset integrity management	Beijing
IT 755	IT, Telecommunication , Networking Training Courses	Spring Framework Master Class	Beijing
IT 757	IT, Telecommunication , Networking Training Courses	Spring: Core Training	Beijing
IT 758	IT, Telecommunication , Networking Training Courses	Vue.js 2 Essential Training	Beijing



HS 807	Health, Safety, Security , Environment Training Courses	HAZOP Leader Advanced Process Hazard Analysis (PHA) Methods & Leadership	Beijing
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