



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



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



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



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



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



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



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



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



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



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



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



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



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



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



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



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



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



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



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



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



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



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



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



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



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



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