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\* Training events organised by iTrainingExpert.com are subject to change  
\*Early Bird Fee is applicable for the payment 14 days before the training date and HRDC claimable only.

Category	Course Title	Date	Date	Venue	HRDC	Early Bird Fee (MYR)
LEADERSHIP & SUPERVISORY	<a href="#">Leadership Skills for Managers - 7 Key Tools</a>	9/1/24	10/1/24	PJ/KL	HRDC	2,590
INFORMATION TECHNOLOGY	<a href="#">Microsoft Excel- Intermediate</a>	9/1/24	10/1/24	PJ/KL	HRDC	1,990
COMMUNICATION	<a href="#">Cross Cultural Communication</a>	9/1/24	10/1/24	PJ/KL	HRDC	2,590
CUSTOMER SERVICE AND TELEPHONE TECHNIQUES	<a href="#">Excellent Customer Service &amp; Response to Complaints</a>	11/1/24	12/1/24	PJ/KL	HRDC	2,590
INFORMATION TECHNOLOGY	<a href="#">Power Query &amp; Power Pivot</a>	11/1/24	12/1/24	PJ/KL	HRDC	2,590
SALES	<a href="#">Sales Strategy; How to Win &amp; Retain Customers with NLP</a>	15/1/24	16/1/24	PJ/KL	HRDC	2,590
LEGAL	<a href="#">Personal Data Protection Act (PDPA) 2010 and Standards 2015 and Implementing Compliance</a>	17/1/24	17/1/24	PJ/KL	HRDC	1,990
SALES	<a href="#">Turning Data to Stories for Decision Making</a>	17/1/24	18/1/24	PJ/KL	HRDC	2,590
FINANCE AND ACCOUNTING	<a href="#">Finance for Non-Finance Managers</a>	17/1/24	18/1/24	PJ/KL	HRDC	2,590
LEADERSHIP and SUPERVISORY	<a href="#">Decision Making and Problem Solving Strategies</a>	18/1/24	19/1/24	PJ/KL	HRDC	2,590
SOCIAL MEDIA & SEO	<a href="#">SEO and Google Analytics</a>	18/1/24	17/1/24	PJ/KL	HRDC	1,290
COMMUNICATION	<a href="#">Cultural Diversity &amp; Inclusion At the Workplace</a>	6/2/24	7/2/24	PJ/KL	HRDC	2,590
COMMUNICATION	<a href="#">Sales Strategy; How to Win &amp; Retain Customers with NLP</a>	6/2/24	7/2/24	PJ/KL	HRDC	2,590
LEGAL	<a href="#">Corporate Liability Provision: Anti Bribery &amp; Anti-Corruption</a>	20/2/24	20/2/24	PJ/KL	HRDC	1,990
LOGISTICS, SUPPLY CHAIN, WAREHOUSE	<a href="#">Strategic Procurement &amp; Vendor Negotiation Skills</a>	20/2/24	21/2/24	PJ/KL	HRDC	2,590
HUMAN RESOURCES	<a href="#">Developing and Implementing Key Performance Indicators (KPI) And Key Results Area (KRA)</a>	21/2/24	22/2/24	PJ/KL	HRDC	2,590

OFFICE MANAGEMENT	<a href="#">Secretarial and Administrative Skills</a>	22/2/24	23/2/24	PJ/KL	HRDC	2,590
NEGOTIATION	<a href="#">Negotiate To Win; Secrets to Improve Your Negotiation Effectiveness</a>	27/2/24	28/2/24	PJ/KL	HRDC	2,590
INFORMATION TECHNOLOGY	<a href="#">Microsoft Excel- Advanced</a>	27/2/24	28/2/24	PJ/KL	HRDC	1,990
OPERATIONS AND RISK MANAGEMENT	<a href="#">Effective QCC &amp; 7 QC Tools</a>	27/2/24	28/2/24	PJ/KL	HRDC	2,590
SOCIAL MEDIA & SEO	<a href="#">Mastering Graphic Design for Business Excellence</a>	28/2/24	29/2/24	PJ/KL	HRDC	2,590
FINANCE AND ACCOUNTING	<a href="#">Handling Full Set of Accounts</a>	28/2/24	29/2/24	PJ/KL	HRDC	2,590
NEGOTIATION	<a href="#">Negotiation Skills and Cost Optimization for Purchasing Professionals</a>	6/3/24	7/3/24	PJ/KL	HRDC	2,590
HUMAN RESOURCES	<a href="#">Certificate in Training Needs Analysis</a>	7/3/24	8/3/24	PJ/KL	HRDC	2,590
INFORMATION TECHNOLOGY	<a href="#">Financial Modelling with Excel for Forecasting, Budgeting and Financial Statements</a>	7/3/24	8/3/24	PJ/KL	HRDC	2,590
LEGAL	<a href="#">Understanding Contract Clauses &amp; Debt Recovery (Half day online)</a>	7/3/24	7/3/24	ONLINE		1,290
FINANCE AND ACCOUNTING	<a href="#">Effective Debt Collection &amp; Credit Management</a>	7/3/24	7/3/24	PJ/KL	HRDC	1,290
SOCIAL MEDIA & SEO	<a href="#">Social Media Marketing and Branding Development</a>	14/3/24	15/3/24	PJ/KL	HRDC	2,590
LOGISTICS, SUPPLY CHAIN, WAREHOUSE	<a href="#">Procurement Management (Source to Supply)</a>	14/3/24	15/3/24	PJ/KL	HRDC	2,590
INFORMATION TECHNOLOGY	<a href="#">Microsoft PowerPoint - Intermediate</a>	14/3/24	15/3/24	PJ/KL	HRDC	1,990
LEGAL	<a href="#">Drafting &amp; Negotiating Commercial Contract; Review &amp; Miminise Risk</a>	19/3/24	20/3/24	PJ/KL	HRDC	3,290
INFORMATION TECHNOLOGY	<a href="#">Microsoft Excel- Intermediate</a>	19/3/24	20/3/24	PJ/KL	HRDC	1,990
SALES	<a href="#">Competitive Selling Skills</a>	19/3/24	20/3/24	PJ/KL	HRDC	2,590
LEADERSHIP and SUPERVISORY	<a href="#">Stakeholder Management</a>	21/3/24	22/3/24	PJ/KL	HRDC	2,590
FINANCE AND ACCOUNTING	<a href="#">Finance for Non-Finance Managers</a>	21/3/24	22/3/24	PJ/KL	HRDC	2,590
LOGISTICS, SUPPLY CHAIN, WAREHOUSE	<a href="#">Effective Inventory &amp; Store Management</a>	26/3/24	27/3/24	PJ/KL	HRDC	2,590
BUSINESS AND EMAIL WRITING SKILLS	<a href="#">Email and Report Writing Skills</a>	26/3/24	27/3/24	PJ/KL	HRDC	2,590

HUMAN RESOURCES	<a href="#">Managing Discipline at the Workplace</a>	26/3/24	27/3/24	PJ/KL	HRDC	2,590
COMMUNICATION	<a href="#">Emotional Intelligence for Managers (NLP)</a>	1/4/24	2/4/24	PJ/KL	HRDC	2,590
HUMAN RESOURCES	<a href="#">HR for Non HR Managers</a>	2/4/24	3/4/24	PJ/KL	HRDC	2,590
REPORT & PROPOSAL WRITING	<a href="#">Technical Report Writing</a>	2/4/24	3/4/24	PJ/KL	HRDC	2,590
HUMAN RESOURCES	<a href="#">Employment Law - Understanding Grievance Handling, Disciplinary &amp; Termination Procedures</a>	3/4/24	4/4/24	PJ/KL	HRDC	2,590
OFFICE MANAGEMENT	<a href="#">Managing Meetings and Minutes Writing Made Easy</a>	3/4/24	4/4/24	PJ/KL	HRDC	2,590
COMMUNICATION	<a href="#">Persuasive &amp; Influencing Skills Using NLP</a>	18/4/24	19/4/24	PJ/KL	HRDC	2,590
PRESENTATION SKILLS	<a href="#">Professional Business Presentation Skills</a>	18/4/24	19/4/24	PJ/KL	HRDC	2,590
LOGISTICS, SUPPLY CHAIN, WAREHOUSE	<a href="#">Strategic Procurement &amp; Vendor Negotiation Skills</a>	23/4/24	24/4/24	PJ/KL	HRDC	2,590
LOGISTICS, SUPPLY CHAIN, WAREHOUSE	<a href="#">Strategic Planning and Execution; Turning Your Vision to Reality</a>	23/4/24	24/4/24	PJ/KL	HRDC	2,590
LEGAL	<a href="#">Service Level Agreements (SLA); Understanding Buyers and Vendor Roles</a>	24/4/24	25/4/24	PJ/KL	HRDC	3,290
FINANCE AND ACCOUNTING	<a href="#">Accounting for Non- Accountants</a>	24/4/24	25/4/24	PJ/KL	HRDC	2,590
LEADERSHIP & SUPERVISORY	<a href="#">Supervisory Development Skills</a>	25/4/24	26/4/24	PJ/KL	HRDC	2,590
HUMAN RESOURCES	<a href="#">Certificate in Training Needs Analysis</a>	9/5/24	10/5/24	PJ/KL	HRDC	2,590
SOCIAL MEDIA & SEO	<a href="#">Turning Data to Stories for Decision Making</a>	7/5/24	8/5/24	PJ/KL	HRDC	2,590
LEADERSHIP & SUPERVISORY	<a href="#">Innovative Leadership Skills For Managers</a>	7/5/24	7/5/24	PJ/KL	HRDC	1,300
LEGAL	<a href="#">Effective Contract Negotiations</a>	8/5/24	9/5/24	PJ/KL	HRDC	3,290
LOGISTICS, SUPPLY CHAIN, WAREHOUSE	<a href="#">Effective Inventory &amp; Store Management</a>	9/5/24	10/5/24	PJ/KL	HRDC	2,590
LEADERSHIP & SUPERVISORY	<a href="#">Coaching and Mentoring Skills</a>	9/5/24	10/5/24	PJ/KL	HRDC	2,590
SOCIAL MEDIA & SEO	<a href="#">SEO and Google Analytics</a>	14/5/24	14/5/24	PJ/KL	HRDC	1,290
OFFICE MANAGEMENT	<a href="#">Secretarial and Administrative Skills</a>	14/5/24	15/5/24	PJ/KL	HRDC	2,590

LEGAL	<a href="#">Personal Data Protection Act (PDPA) 2010 and Standards 2015 and Implementing Compliance</a>	14/5/24	14/5/24	PJ/KL	HRDC	1,990
ENVIRONMENT, SAFETY AND HEALTH (ESH)/ ISO / QUALITY	<a href="#">Scheduled Waste Management</a>	15/5/24	15/5/24	PJ/KL	HRDC	1,290
OFFICE MANAGEMENT	<a href="#">Managing Time and Increasing Work Efficiency</a>	15/5/24	16/5/24	PJ/KL	HRDC	2,590
INFORMATION TECHNOLOGY	<a href="#">Power Query &amp; Power Pivot</a>	15/5/24	16/5/24	PJ/KL	HRDC	2,590
LOGISTICS, SUPPLY CHAIN, WAREHOUSE	<a href="#">Strategic Sourcing</a>	16/5/24	17/5/24	PJ/KL	HRDC	2,590
COMMUNICATION	<a href="#">Business Communication</a>	23/5/24	24/5/24	PJ/KL	HRDC	2,590
COMMUNICATION	<a href="#">StoryTelling Skills for Organisational Change</a>	23/5/24	24/5/24	PJ/KL	HRDC	2,590
INFORMATION TECHNOLOGY	<a href="#">Microsoft Excel- Advanced</a>	28/5/24	29/5/24	PJ/KL	HRDC	1,990
NEGOTIATION	<a href="#">Strategic Contracts Negotiation And Deal Making</a>	28/5/24	29/5/24	PJ/KL	HRDC	2,590
INFORMATION TECHNOLOGY	<a href="#">Power BI Desktop</a>	28/5/24	29/5/24	PJ/KL	HRDC	2,590
FINANCE AND ACCOUNTING	<a href="#">Finance for Non-Finance Managers</a>	29/5/24	30/5/24	PJ/KL	HRDC	2,590
SOCIAL MEDIA & SEO	<a href="#">Maximising ChatGPT for Marketing &amp; Sales</a>	30/5/24	31/5/24	PJ/KL	HRDC	2,590
HUMAN RESOURCES	<a href="#">Interview Skills- Competency And Behaviorial Based</a>	30/5/24	31/5/24	PJ/KL	HRDC	2,590
OFFICE MANAGEMENT	<a href="#">Administrative Professional Conference 2023</a>	30/5/24	31/5/24	PJ/KL	HRDC	2,600
REPORT & PROPOSAL WRITING	<a href="#">Proposal Writing Skills - Business and Technical</a>	6/6/24	7/6/24	PJ/KL	HRDC	2,590
LEADERSHIP and SUPERVISORY	<a href="#">Stakeholder Management</a>	6/6/24	7/6/24	PJ/KL	HRDC	2,590
COMMUNICATION	<a href="#">Sales Strategy; How to Win &amp; Retain Customers with NLP</a>	11/6/24	12/6/24	PJ/KL	HRDC	2,590
LOGISTICS, SUPPLY CHAIN, WAREHOUSE	<a href="#">Negotiation Skills and Cost Optimization for Purchasing Professionals</a>	11/6/24	12/6/24	PJ/KL	HRDC	2,590
OPERATIONS AND RISK MANAGEMENT	<a href="#">8D Problem Solving Process</a>	11/6/24	12/6/24	PJ/KL	HRDC	2,590
CUSTOMER SERVICE AND TELEPHONE TECHNIQUES	<a href="#">Excellent Customer Service &amp; Response to Complaints</a>	13/6/24	14/6/24	PJ/KL	HRDC	2,590
OPERATIONS AND RISK MANAGEMENT	<a href="#">Effective QCC &amp; 7 QC Tools</a>	20/6/24	21/6/24	PJ/KL	HRDC	2,590

FINANCE AND ACCOUNTING	<a href="#">Financial Modelling with Excel for Forecasting, Budgeting and Financial Statements</a>	20/6/24	21/6/24	PJ/KL	HRDC	2,590
LEADERSHIP and SUPERVISORY	<a href="#">Strategic Management</a>	20/6/24	21/6/24	PJ/KL	HRDC	2,590
SOCIAL MEDIA & SEO	<a href="#">Mastering Graphic Design for Business Excellence</a>	25/6/24	26/6/24	PJ/KL	HRDC	2,590
FINANCE AND ACCOUNTING	<a href="#">Handling Full Set of Accounts</a>	25/6/24	26/6/24	PJ/KL	HRDC	2,590
REPORT & PROPOSAL WRITING	<a href="#">Report Writing; How to Write Simply and Clearly</a>	27/6/24	28/6/24	PJ/KL	HRDC	2,590
COMMUNICATION	<a href="#">NLP Coaching Skills for Managers</a>	27/6/24	28/6/24	PJ/KL	HRDC	2,590
INFORMATION TECHNOLOGY	<a href="#">Microsoft PowerPoint - Intermediate</a>	5/7/24	6/7/24	PJ/KL	HRDC	1,990
LEGAL	<a href="#">Corporate Liability Provision: Anti Bribery &amp; Anti-Corruption</a>	11/7/24	11/7/24	PJ/KL	HRDC	1,990
SOCIAL MEDIA & SEO	<a href="#">Social Media Marketing and Branding Development</a>	11/7/24	12/7/24	PJ/KL	HRDC	2,590
INFORMATION TECHNOLOGY	<a href="#">Microsoft Excel- Intermediate</a>	16/7/24	17/7/24	PJ/KL	HRDC	1,990
LEADERSHIP and SUPERVISORY	<a href="#">Decision Making and Problem Solving Strategies</a>	16/7/24	17/7/24	PJ/KL	HRDC	2,590
LEADERSHIP and SUPERVISORY	<a href="#">People Management Skills; Managing Different Personalities</a>	16/7/24	17/7/24	PJ/KL	HRDC	2,590
FINANCE AND ACCOUNTING	<a href="#">Finance for Non-Finance Managers</a>	18/7/24	19/7/24	PJ/KL	HRDC	2,590
LEADERSHIP & SUPERVISORY	<a href="#">Leadership Skills for Managers - 7 Key Tools</a>	22/7/24	23/7/24	PJ/KL	HRDC	2,590
LEGAL	<a href="#">Personal Data Protection Act (PDPA) 2010 and Standards 2015 and Implementing Compliance</a>	19/7/24	19/7/24	PJ/KL	HRDC	1,990
BUSINESS AND EMAIL WRITING SKILLS	<a href="#">Email and Report Writing Skills</a>	23/7/24	24/7/24	PJ/KL	HRDC	2,590
FINANCE AND ACCOUNTING	<a href="#">Effective Debt Collection &amp; Credit Management</a>	23/7/24	24/7/24	PJ/KL	HRDC	2,590
INFORMATION TECHNOLOGY	<a href="#">Power BI Desktop</a>	25/7/24	26/7/24	PJ/KL	HRDC	2,590
COMMUNICATION	<a href="#">Colored Brain Communication for Leaders; Lead, Drive and Inspire Your Team</a>	25/7/24	26/7/24	PJ/KL	HRDC	2,590
LOGISTICS, SUPPLY CHAIN, WAREHOUSE	<a href="#">Managing e-Commerce Logistics &amp; Fulfilment</a>	25/7/24	26/7/24	PJ/KL	HRDC	2,590
HUMAN RESOURCES	<a href="#">Employment Law - Understanding Grievance Handling, Disciplinary &amp; Termination Procedures</a>	30/7/24	31/7/24	PJ/KL	HRDC	2,590

REPORT & PROPOSAL WRITING	<a href="#">Technical Report Writing</a>	30/7/24	31/7/24	PJ/KL	HRDC	2,590
FINANCE AND ACCOUNTING	<a href="#">Accounting for Non- Accountants</a>	30/7/24	31/7/24	PJ/KL	HRDC	2,590
OFFICE MANAGEMENT	<a href="#">Filing and Records Management</a>	30/7/24	30/7/24	PJ/KL	HRDC	1,290
NEGOTIATION	<a href="#">Negotiate To Win; Secrets to Improve Your Negotiation Effectiveness</a>	6/8/24	7/8/24	PJ/KL	HRDC	2,590
COMMUNICATION	<a href="#">Cultural Diversity &amp; Inclusion At the Workplace</a>	6/8/24	7/8/24	PJ/KL	HRDC	2,590
LEADERSHIP and SUPERVISORY	<a href="#">Think out of the Box &amp; Problem Solving</a>	6/8/24	7/8/24	PJ/KL	HRDC	2,590
LEADERSHIP and SUPERVISORY	<a href="#">Transformational Leadership with EQ</a>	7/8/24	8/8/24	PJ/KL	HRDC	2,590
FINANCE AND ACCOUNTING	<a href="#">Budgeting and Cash Flow: Forecasting and Reporting</a>	7/8/24	8/8/24	PJ/KL	HRDC	2,590
OFFICE MANAGEMENT	<a href="#">Managing Meetings and Minutes Writing Made Easy</a>	8/8/24	9/8/24	PJ/KL	HRDC	2,590
LEGAL	<a href="#">Drafting &amp; Negotiating Commercial Contract; Review &amp; Miminise Risk</a>	8/8/24	9/8/24	PJ/KL	HRDC	3,290
COMMUNICATION	<a href="#">Emotional Intelligence for Managers (NLP)</a>	8/8/24	9/8/24	PJ/KL	HRDC	2,590
ENVIRONMENT, SAFETY AND HEALTH (ESH)/ ISO / QUALITY	<a href="#">Scheduled Waste Management</a>	15/8/24	15/8/24	PJ/KL	HRDC	1,290
CUSTOMER SERVICE AND TELEPHONE TECHNIQUES	<a href="#">Dealing with Difficult Customers</a>	13/8/24	14/8/24	PJ/KL	HRDC	2,590
LOGISTICS, SUPPLY CHAIN, WAREHOUSE	<a href="#">Procurement Management (Source to Supply)</a>	13/8/24	14/8/24	PJ/KL	HRDC	2,590
ENVIRONMENT, SAFETY AND HEALTH (ESH)/ ISO / QUALITY	<a href="#">Effective Incident Investigation &amp; Reporting</a>	13/8/24	14/8/24	PJ/KL	HRDC	2,590
LEGAL	<a href="#">Understanding Contract Clauses to Prevent Bad Debt &amp; Legal Process (Online)</a>	15/8/24	15/8/24	PJ/KL	HRDC	1,290
COMMUNICATION	<a href="#">Business Communication</a>	15/8/24	16/8/24	PJ/KL	HRDC	2,590
INFORMATION TECHNOLOGY	<a href="#">Microsoft Excel- Advanced</a>	15/8/24	16/8/24	PJ/KL	HRDC	2,590
LOGISTICS, SUPPLY CHAIN, WAREHOUSE	<a href="#">Strategic Procurement &amp; Vendor Negotiation Skills</a>	15/8/24	16/8/24	PJ/KL	HRDC	2,590
HUMAN RESOURCES	<a href="#">HR for Non HR Managers</a>	20/8/24	21/8/24	PJ/KL	HRDC	2,590
REPORT & PROPOSAL WRITING	<a href="#">Technical Report Writing</a>	20/8/24	21/8/24	PJ/KL	HRDC	2,590

LEADERSHIP & SUPERVISORY	<a href="#">High Performance Leadership For Corporate Leaders</a>	27/8/24	28/8/24	PJ/KL	HRDC	2,590
LOGISTICS, SUPPLY CHAIN, WAREHOUSE	<a href="#">Supply Chain Management</a>	4/9/24	5/9/24	PJ/KL	HRDC	2,590
FINANCE AND ACCOUNTING	<a href="#">Finance for Non-Finance Managers</a>	4/9/24	5/9/24	PJ/KL	HRDC	2,590
Business Strategy	<a href="#">Positive Mental Attitude</a>	10/9/24	11/9/24	PJ/KL	HRDC	2,590
BUSINESS AND EMAIL WRITING SKILLS	<a href="#">Email and Report Writing Skills</a>	10/9/24	11/9/24	PJ/KL	HRDC	2,590
SOCIAL MEDIA & SEO	<a href="#">Turning Data to Stories for Decision Making</a>	11/9/24	12/9/24	PJ/KL	HRDC	2,590
LEGAL	<a href="#">Service Level Agreements (SLA); Understanding Buyers and Vendor Roles</a>	12/9/24	13/9/24	PJ/KL	HRDC	3,290
LEADERSHIP & SUPERVISORY	<a href="#">Supervisory Development Skills</a>	12/9/24	13/9/24	PJ/KL	HRDC	2,590
INFORMATION TECHNOLOGY	<a href="#">Microsoft Excel- Intermediate</a>	18/9/24	19/9/24	PJ/KL	HRDC	1,990
COMMUNICATION	<a href="#">Cross Cultural Communication</a>	18/9/24	19/9/24	PJ/KL	HRDC	2,590
HUMAN RESOURCES	<a href="#">Developing and Implementing Key Performance Indicators (KPI) And Key Results Area (KRA)</a>	19/9/24	20/9/24	PJ/KL	HRDC	2,590
FINANCE AND ACCOUNTING	<a href="#">Handling Full Set of Accounts</a>	19/9/24	20/9/24	PJ/KL	HRDC	2,590
OFFICE MANAGEMENT	<a href="#">Secretarial and Administrative Skills</a>	19/9/24	20/9/24	PJ/KL	HRDC	2,590
REPORT & PROPOSAL WRITING	<a href="#">Proposal Writing Skills - Business and Technical</a>	24/9/24	25/9/24	PJ/KL	HRDC	2,590
FINANCE AND ACCOUNTING	<a href="#">Effective Debt Collection &amp; Credit Management</a>	24/9/24	24/9/24	PJ/KL	HRDC	1,290
HUMAN RESOURCES	<a href="#">Managing Discipline at the Workplace</a>	26/9/24	27/9/24	PJ/KL	HRDC	2,590
HUMAN RESOURCES	<a href="#">Certificate in Training Needs Analysis</a>	26/9/24	27/9/24	PJ/KL	HRDC	2,590
PRESENTATION SKILLS	<a href="#">Professional Business Presentation Skills</a>	26/9/24	27/9/24	PJ/KL	HRDC	2,590
INFORMATION TECHNOLOGY	<a href="#">Power Query &amp; Power Pivot</a>	3/10/24	4/10/24	PJ/KL	HRDC	2,590
OFFICE MANAGEMENT	<a href="#">Filing and Records Management</a>	3/10/24	3/10/24	PJ/KL	HRDC	1,290
FINANCE AND ACCOUNTING	<a href="#">How To Read Financial Statements</a>	3/10/24	3/10/24	ONLINE	HRDC	1,290

OFFICE MANAGEMENT	<a href="#">Managing Time and Increasing Work Efficiency</a>	3/10/24	4/10/24	PJ/KL	HRDC	2,590
COMMUNICATION	<a href="#">English Communication At Work</a>	8/10/24	9/10/24	PJ/KL	HRDC	2,590
LEGAL	<a href="#">Personal Data Protection Act (PDPA) 2010 and Standards 2015 and Implementing Compliance</a>	10/10/24	10/10/24	PJ/KL	HRDC	1,990
FINANCE AND ACCOUNTING	<a href="#">Effective Debt Collection &amp; Credit Management</a>	15/10/24	15/10/24	PJ/KL	HRDC	1,290
SALES	<a href="#">Competitive Selling Skills</a>	15/10/24	16/10/24	PJ/KL	HRDC	2,590
LOGISTICS, SUPPLY CHAIN, WAREHOUSE	<a href="#">Strategic Planning and Execution; Turning Your Vision to Reality</a>	15/10/24	16/10/24	PJ/KL	HRDC	2,590
CUSTOMER SERVICE AND TELEPHONE TECHNIQUES	<a href="#">Excellent Customer Service &amp; Response to Complaints</a>	17/10/24	18/10/24	PJ/KL	HRDC	2,590
INFORMATION TECHNOLOGY	<a href="#">Microsoft Excel- Advanced</a>	17/10/24	18/10/24	PJ/KL	HRDC	1,990
LOGISTICS, SUPPLY CHAIN, WAREHOUSE	<a href="#">Effective Inventory &amp; Store Management</a>	17/10/24	18/10/24	PJ/KL	HRDC	2,590
HUMAN RESOURCES	<a href="#">Interview Skills- Competency And Behaviorial Based</a>	22/10/24	23/10/24	PJ/KL	HRDC	2,590
OFFICE MANAGEMENT	<a href="#">Filing and Records Management</a>	23/10/24	23/10/24	PJ/KL	HRDC	1,290
FINANCE AND ACCOUNTING	<a href="#">Accounting for Non- Accountants</a>	23/10/24	24/10/24	PJ/KL	HRDC	2,590
LEGAL	<a href="#">Understanding Contract Clauses to Prevent Bad Debt &amp; Legal Process (Online)</a>	24/10/24	24/10/24	PJ/KL	HRDC	1,290
COMMUNICATION	<a href="#">Persuasive &amp; Influencing Skills Using NLP</a>	24/10/24	25/10/24	PJ/KL	HRDC	2,590
INFORMATION TECHNOLOGY	<a href="#">Power BI Desktop</a>	28/10/24	29/10/24	PJ/KL	HRDC	2,590
LEADERSHIP & SUPERVISORY	<a href="#">Innovative Leadership Skills For Managers</a>	28/10/24	28/10/24	PJ/KL	HRDC	1,300
COMMUNICATION	<a href="#">Colored Brain Communication for Leaders; Lead, Drive and Inspire Your Team</a>	4/11/24	5/11/24	PJ/KL	HRDC	2,590
LEADERSHIP and SUPERVISORY	<a href="#">People Management Skills; Managing Different Personalities</a>	5/11/24	6/11/24	PJ/KL	HRDC	2,590
NEGOTIATION	<a href="#">Negotiation Skills and Cost Optimization for Purchasing Professionals</a>	5/11/24	6/11/24	PJ/KL	HRDC	2,590
OFFICE MANAGEMENT	<a href="#">Secretarial and Administrative Skills</a>	5/11/24	6/11/24	PJ/KL	HRDC	2,590
COMMUNICATION	<a href="#">StoryTelling Skills for Organisational Change</a>	4/11/24	5/11/24	PJ/KL	HRDC	2,590



INFORMATION TECHNOLOGY	<a href="#">Microsoft PowerPoint - Intermediate</a>	7/11/24	8/11/24	PJ/KL	HRDC	1,990
ENVIRONMENT, SAFETY AND HEALTH (ESH)/ ISO / QUALITY	<a href="#">Scheduled Waste Management</a>	7/11/24	7/11/24	PJ/KL	HRDC	1,290
SOCIAL MEDIA & SEO	<a href="#">Maximising ChatGPT for Marketing &amp; Sales</a>	7/11/24	8/11/24	PJ/KL	HRDC	2,590
FINANCE AND ACCOUNTING	<a href="#">Finance for Non-Finance Managers</a>	10/11/24	11/11/24	PJ/KL	HRDC	2,590
LEADERSHIP and SUPERVISORY	<a href="#">Decision Making and Problem Solving Strategies</a>	12/11/24	13/11/24	PJ/KL	HRDC	2,590
COMMUNICATION	<a href="#">Sales Strategy; How to Win &amp; Retain Customers with NLP</a>	12/11/24	13/11/24	PJ/KL	HRDC	2,590
OPERATIONS AND RISK MANAGEMENT	<a href="#">Effective QCC &amp; 7 QC Tools</a>	12/11/24	13/11/24	PJ/KL	HRDC	2,590
LEADERSHIP and SUPERVISORY	<a href="#">Stakeholder Management</a>	12/11/24	13/11/24	PJ/KL	HRDC	2,590
COMMUNICATION	<a href="#">Business Communication</a>	12/11/24	13/11/24	PJ/KL	HRDC	2,590
LEGAL	<a href="#">Corporate Liability Provision: Anti Bribery &amp; Anti-Corruption</a>	12/11/24	13/11/24	PJ/KL	HRDC	2,590
LOGISTICS, SUPPLY CHAIN, WAREHOUSE	<a href="#">Strategic Procurement &amp; Vendor Negotiation Skills</a>	12/11/24	13/11/24	PJ/KL	HRDC	2,590
HUMAN RESOURCES	<a href="#">Managing Discipline at the Workplace</a>	14/11/24	15/11/24	PJ/KL	HRDC	2,590
SOCIAL MEDIA & SEO	<a href="#">Social Media Marketing and Branding Development</a>	14/11/24	15/11/24	PJ/KL	HRDC	2,590
OFFICE MANAGEMENT	<a href="#">Filing and Records Management</a>	14/11/24	14/11/24	PJ/KL	HRDC	1,290
INFORMATION TECHNOLOGY	<a href="#">Microsoft Excel- Intermediate</a>	14/11/24	15/11/24	PJ/KL	HRDC	1,990
LEADERSHIP and SUPERVISORY	<a href="#">Transformational Leadership with EQ</a>	21/11/24	22/11/24	PJ/KL	HRDC	2,590
SOCIAL MEDIA & SEO	<a href="#">SEO and Google Analytics</a>	19/11/24	19/11/24	PJ/KL	HRDC	1,290
HUMAN RESOURCES	<a href="#">HR for Non HR Managers</a>	19/11/24	20/11/24	PJ/KL	HRDC	2,590
SOCIAL MEDIA & SEO	<a href="#">Mastering Graphic Design for Business Excellence</a>	19/11/24	20/11/24	PJ/KL	HRDC	2,590
NEGOTIATION	<a href="#">Negotiate To Win; Secrets to Improve Your Negotiation Effectiveness</a>	19/11/24	20/11/24	PJ/KL	HRDC	2,590
LOGISTICS, SUPPLY CHAIN, WAREHOUSE	<a href="#">Supply Chain Management</a>	19/11/24	20/11/24	PJ/KL	HRDC	2,590

INFORMATION TECHNOLOGY	<a href="#">Financial Modelling with Excel for Forecasting, Budgeting and Financial Statements</a>	19/11/24	20/11/24	PJ/KL	HRDC	2,590
LEGAL	<a href="#">Drafting &amp; Negotiating Commercial Contract; Review &amp; Miminise Risk</a>	19/11/24	20/11/24	PJ/KL	HRDC	3,290
LOGISTICS, SUPPLY CHAIN, WAREHOUSE	<a href="#">Strategic Sourcing</a>	20/11/24	21/11/24	PJ/KL	HRDC	2,590
OPERATIONS AND RISK MANAGEMENT	<a href="#">8D Problem Solving Process</a>	21/11/24	22/11/24	PJ/KL	HRDC	2,590
REPORT & PROPOSAL WRITING	<a href="#">Report Writing; How to Write Simply and Clearly</a>	21/11/24	22/11/24	PJ/KL	HRDC	2,590
HUMAN RESOURCES	<a href="#">Employment Law - Understanding Grievance Handling, Disciplinary &amp; Termination Procedures</a>	21/11/24	22/11/24	PJ/KL	HRDC	2,590
LOGISTICS, SUPPLY CHAIN, WAREHOUSE	<a href="#">Procurement Management (Source to Supply)</a>	21/11/24	22/11/24	PJ/KL	HRDC	2,590
REPORT & PROPOSAL WRITING	<a href="#">Technical Report Writing</a>	26/11/24	27/11/24	PJ/KL	HRDC	2,590
LEADERSHIP and SUPERVISORY	<a href="#">Strategic Management</a>	26/11/24	27/11/24	PJ/KL	HRDC	2,590
INFORMATION TECHNOLOGY	<a href="#">Power Query &amp; Power Pivot</a>	28/11/24	29/11/24	PJ/KL	HRDC	2,590
COMMUNICATION	<a href="#">NLP Coaching Skills for Managers</a>	28/11/24	29/11/24	PJ/KL	HRDC	2,590
REPORT & PROPOSAL WRITING	<a href="#">Proposal Writing Skills - Business and Technical</a>	3/12/24	4/12/24	PJ/KL	HRDC	2,590
INFORMATION TECHNOLOGY	<a href="#">Microsoft Excel- Intermediate</a>	3/12/24	4/12/24	PJ/KL	HRDC	1,990
LEADERSHIP & SUPERVISORY	<a href="#">Supervisory Development Skills</a>	3/12/24	4/12/24	PJ/KL	HRDC	2,590
LOGISTICS, SUPPLY CHAIN, WAREHOUSE	<a href="#">Strategic Procurement &amp; Vendor Negotiation Skills</a>	3/12/24	4/12/24	PJ/KL	HRDC	2,590
COMMUNICATION	<a href="#">Emotional Intelligence for Managers (NLP)</a>	2/12/24	3/12/24	PJ/KL	HRDC	2,590
HUMAN RESOURCES	<a href="#">Interview Skills- Competency And Behaviorial Based</a>	4/12/24	5/12/24	PJ/KL	HRDC	2,590
LEADERSHIP and SUPERVISORY	<a href="#">Think out of the Box &amp; Problem Solving</a>	4/12/24	5/12/24	PJ/KL	HRDC	2,590
FINANCE AND ACCOUNTING	<a href="#">Accounting for Non- Accountants</a>	4/12/24	5/12/24	PJ/KL	HRDC	2,590
LOGISTICS, SUPPLY CHAIN, WAREHOUSE	<a href="#">Managing e-Commerce Logistics &amp; Fulfilment</a>	5/12/24	6/12/24	PJ/KL	HRDC	2,590
OFFICE MANAGEMENT	<a href="#">Managing Meetings and Minutes Writing Made Easy</a>	5/12/24	6/12/24	PJ/KL	HRDC	2,590

ENVIRONMENT, SAFETY AND HEALTH (ESH)/ ISO / QUALITY	<a href="#">Effective Incident Investigation &amp; Reporting</a>	5/12/24	6/12/24	PJ/KL	HRDC	2,590
FINANCE AND ACCOUNTING	<a href="#">Handling Full Set of Accounts</a>	5/12/24	6/12/24	PJ/KL	HRDC	2,590
LEGAL	<a href="#">Personal Data Protection Act (PDPA) 2010 and Standards 2015 and Implementing Compliance</a>	5/12/24	6/12/24	PJ/KL	HRDC	3,290
LEADERSHIP & SUPERVISORY	<a href="#">Coaching and Mentoring Skills</a>	5/12/24	6/12/24	PJ/KL	HRDC	2,590
COMMUNICATION	<a href="#">English Communication At Work</a>	12/12/24	13/12/24	PJ/KL	HRDC	2,590
FINANCE AND ACCOUNTING	<a href="#">Budgeting and Cash Flow: Forecasting and Reporting</a>	12/12/24	13/12/24	PJ/KL	HRDC	2,590
INFORMATION TECHNOLOGY	<a href="#">Microsoft Excel- Advanced</a>	12/12/24	13/12/24	PJ/KL	HRDC	1,990
BUSINESS AND EMAIL WRITING SKILLS	<a href="#">Email and Report Writing Skills</a>	12/12/24	13/12/24	PJ/KL	HRDC	2,590
OFFICE MANAGEMENT	<a href="#">Administrative Professional Conference 2023</a>	12/12/24	13/12/24	PJ/KL	HRDC	2,600
HUMAN RESOURCES	<a href="#">Certificate in Training Needs Analysis</a>	19/12/24	20/12/24	PJ/KL	HRDC	2,590
CUSTOMER SERVICE AND TELEPHONE TECHNIQUES	<a href="#">Dealing with Difficult Customers</a>	17/12/24	18/12/24	PJ/KL	HRDC	2,590
SOCIAL MEDIA & SEO	<a href="#">Turning Data to Stories for Decision Making</a>	17/12/24	18/12/24	PJ/KL	HRDC	2,590
PRESENTATION SKILLS	<a href="#">Professional Business Presentation Skills</a>	17/12/24	18/12/24	PJ/KL	HRDC	2,590
NEGOTIATION	<a href="#">Strategic Contracts Negotiation And Deal Making</a>	18/12/24	19/12/24	PJ/KL	HRDC	2,590
COMMUNICATION	<a href="#">Persuasive &amp; Influencing Skills Using NLP</a>	19/12/24	20/12/24	PJ/KL	HRDC	2,590
LEADERSHIP & SUPERVISORY	<a href="#">Leadership Skills for Managers - 7 Key Tools</a>	19/12/24	20/12/24	PJ/KL	HRDC	2,590
INFORMATION TECHNOLOGY	<a href="#">Leadership Skills for Managers - 7 Key Tools</a>	30/12/24	31/12/24	PJ/KL	HRDC	2,590

**\* Training events organised by iTrainingExpert.com are subject to change**

**\*Early Birds Fee is applicable for the payment 14 days before the training date and HRDC claimable only.**

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Emile Dodds
Angeline Samuel
Vincent Chin
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Ambigah Krishnan
Angeline Samuel
Suhaini Kasmuri
Dr Douglas Fernandez
Alex
Emile Dodds
Daniel Wong
Pathma
Steven Yeo Sang Hong
Mr Shah

Dr Balan Dass
Dr Barrak Adams
Nexam
Murugan
Angeline Samuel
Suchitra Mahadraraj
Dr Barrak Adams
Murugan
Vincent Chin
Rudi Cheu
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Ron Leong
Jonathan Chan
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Steven Yeo Sang Hong
Emile Dodds

Mr Shah
Rachel Khor
Mr Shah
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Dr Barrak Adams
Suhaini Kasmuri
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