

Public Calendar 2018



MONTH	TRAINING PROGRAM	INTENDED AUDIENCE	DATES	TIMING	VENUE
July	Customer Service – The Differentiation Factor	Front office staff –Customer Service Representatives	16, 17, 18 July 2018	9:00 AM to 5:00 PM	Iqtidar TC – Gulf Hotel
	Six Sigma Green Belt (International Certificate from PECB Canada)	Process improvement team – supervisors and above	22, 23, 24, 25 July 2018	9:00 AM to 5:00 PM	Iqtidar TC – Gulf Hotel
	Communication – The Essence of Life and Work	Employees in all sectors in all levels	29, 30, 31 July 2018	9:00 AM to 5:00 PM	Iqtidar TC – Gulf Hotel
August	Work Ethics – Improving the Sense of Right and Wrong	Employees in all sectors in all levels	6, 7, 8 August 2018	9:00 AM to 5:00 PM	Iqtidar TC – Gulf Hotel
	ISO 31000 Risk Management Foundation (International Certificate from PECB Canada)	Members of the risk management team	13, 14 August 2018	9:00 AM to 5:00 PM	Iqtidar TC – Gulf Hotel
September	Conflict Resolution – The Growth Catalyst	Employees in all sectors in all levels	3, 4, 5 September 2018	9:00 AM to 3:00 PM	Iqtidar TC – Gulf Hotel
	Emotional Intelligence – EQ	Employees in all sectors in all levels	24, 25, 26 September 2018	9:00 AM to 3:00 PM	Iqtidar TC – Gulf Hotel
October	Six Sigma Green Belt (International Certificate from PECB Canada)	Process improvement team – supervisors and above	7, 8, 9, 10 October 2018	9:00 AM to 5:00 PM	Iqtidar TC – Gulf Hotel
	Motivational Skills – Energize your workforce	Employees in all sectors in all levels	15, 16, 17 October 2018	9:00 AM to 3:00 PM	Iqtidar TC – Gulf Hotel
	Sales & Marketing – The Challenging Alignment	Marketing and Sales Professionals	22, 23, 24 October 2018	9:00 AM to 3:00 PM	Iqtidar TC – Gulf Hotel
	Lean Process Improvement – Go Lean and Become Clean	Process Owners – supervisors and above	28, 29, 30, 31 October 2018	9:00 AM to 2:00 PM	Iqtidar TC – Gulf Hotel

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November	Coaching & Mentoring – Inspire and Empower Your Workforce	HR executives – Training and Development officers – Supervisors and Above	4, 5 November 2018	9:00 AM to 3:00 PM	Iqtidar TC – Gulf Hotel
	Public Speaking – Conquering Your Fear	Employees in all sectors in all levels	7, 8 November 2018	9:00 AM to 3:00 PM	Iqtidar TC – Gulf Hotel
	Creative Thinking and Innovation – The Engineering of Ideas	Employees in all sectors in all levels	12, 13, 14 November 2018	9:00 AM to 3:00 PM	Iqtidar TC – Gulf Hotel
	Body Language in Business – Decoding the Signals	Employees in all sectors in all levels (especially Sales)	19-Nov-18	9:00 AM to 5:00 PM	Iqtidar TC – Gulf Hotel
	Delegation – The Art of Getting Things Done	Supervisors – Team Leaders – Managers	26, 27 November 2018	9:00 AM to 3:00 PM	Iqtidar TC – Gulf Hotel
December	Customer Service – The Differentiation Factor	Front office staff –Customer Service Representatives	2, 3, 4 December 2018	9:00 AM to 5:00 PM	Iqtidar TC – Gulf Hotel
	Six Sigma Green Belt (International Certificate from PECB Canada)	Process improvement team – supervisors and above	9, 10, 11, 12 December 2018	9:00 AM to 5:00 PM	Iqtidar TC – Gulf Hotel
	ISO 31000 Risk Manager (International Certificate from PECB Canada)	Members of the risk management team	16, 17, 18 December 2018	9:00 AM to 5:00 PM	Iqtidar TC – Gulf Hotel
	Critical Thinking – Think More, Think Better	Employees in all sectors in all levels	23, 24, 25 December 2018	9:00 AM to 3:00 PM	Iqtidar TC – Gulf Hotel
	Strategic Planning – Own Your Future	Managers, Directors, Small Business Owners	29, 30, 31 December 2018	9:00 AM to 3:00 PM	Iqtidar TC – Gulf Hotel