



TECHNICAL COURSES

COURSES	DURATION	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
STAAD.Pro	5 Days				15-19						21-25		
AutoCARD 2D, 3D Deliverables	5 Days			4-8			3-7		12-16			11-15	
Offshore Structural Analysis and Design using SACS	5 Days			25-29			10-14			9-13			2-7
Piping Design and Analysis Software (AutoPIPE)	5 Days		4-8			13-17		1-5				4-8	

SOFT SKILLS

COURSES	DURATION	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Personal Effectiveness & Influencing Skills	2 Days					1-2							9-10
Emotional Intelligence for workplace success	2 Days				11-12						17-18		
Time Management	2 Days			13-14							30-31		
Public Speaking & Presentation Skills	2 Day	30-31						15-16					
Building Interpersonal Relationship	2 Days				29-30							21-22	
Time, Task & Stress management	1 Day		13							23			



Employability Skills	2 Days			11-12								11-12
Building skills for working in teams	3 Days		26-28					29-31				
Effective Presentation Skills	3 Days					6-8				25-27		

LEADERSHIP AND MANAGEMENT

COURSES	DURATION	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Effective Management and Leadership Skills	5 Days					20-24				2-6			
Management – Masterclass	4 Days										7-10		
Leading with Emotional intelligence; Psychology of Leadership	4 Days			18-21					27-30				
Building Personal Leadership Skills	2 Days						24-25		22-23				
Quality Assurance & Control	5 Days							8-12				25-29	
Risk Management	3 Days				24-26				19-21				
Essential Skills for Oil & Gas Managers & Supervisors	3 Days	22-24							5-7				
Managing and Motivating towards Excellence	3 Days					29-31						18-20	
Mastering People Management & Team Leadership Training	5 Days				1-5			22-26					
Setting Priorities, Time Management and Stress Reduction	5 Days						17-21			16-20			



Managing & Negotiating with Consultants & Contractors	3 Days							17-19			14-16		
Leadership, Communication and Interpersonal Skills	2 Days					27-28			1-2				
Leadership, Critical Thinking & Innovation	2 Days						27-28			3-4			

CUSTOMISED COURSES

COURSES	DURATION	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
General HSE	3 Days	AS ADVISED BY THE CLIENTS											
HSE 1,2 & 3	5 Days												
Essentials of Project Management	3 Days												
Skill Development Workshop For Security Officers	3 Days												
Workshop on Managing Oil and Gas Marine Operations and Logistics	4 Days												
Risk and Quality Management	3 Days												
Asset Integrity Management for the Petroleum Industry	4 Days												
Mastering Microsoft Project	2 Days												
Basic & Intermediate Excel	1 Day												
Microsoft Suite (Word, Excel, PowerPoint)	3 Days												



Achieving Excellence In Customer Service	2 Days	AS ADVISED BY THE CLIENTS
Finance Skills for Non-Financial Managers	3 Days	
Logistics & Supply Chain Management	3 Days	
Principles & Practice of Maritime Law, Risk and Claims	5 Days	
Managing Oil & Gas Marine Operations and Logistics	4 Days	
Pre –Retirement	3 Days	
Entrepreneurial Training	3 Days	