

APRIL 2015

Training Calendar March 2015

Essential Managerial Skills

Facilitator: Ramiz Allawala
March 2, Karachi
Fee: 17,000/- PKR (+GST)*

Mind Maps for Finance Professionals

Facilitator: Ali Saeed
March 4, Karachi | March 6, Lahore
Fee: 15,000/- PKR (+GST)*

Poised for Excellence

Facilitator: Kanwal Akhtar
March 7, Karachi | March 9, Lahore
Fee: 12,000/- PKR (+GST)*

Advanced Maintenance Management Techniques

Facilitator: Ben Steven

Course-1 Reliability Centered Maintenance (RCM)

March 16 - 18, Karachi
Fee: 80,000/- PKR (+GST)*

Course-2 Maintenance Tactics and Reliability

March 19 - 20, Karachi
Fee: 50,000/- PKR (+GST)*

Decision Making - Getting it Right the First Time

Facilitator: Arifeen Ashraf
March 16, LHE | March 19, ISB | March 26, KHI
Fee: 12,000/- PKR (+GST)*

Supervisory Toolkit

Facilitator: Hassan Bin Rizwan

Course-1 Goal Achievement & Task Management

March 24, Karachi | March 27, Lahore
Fee: 15,000/- PKR (+GST)*

Course-2 Team Management & Leadership

March 25, Karachi | March 28, Lahore
Fee: 15,000/- PKR (+GST)*

KHI: Tel: 021-34536306, 34547141, 34536315

LHE: Tel: +042-35763063, +042-35763064,

Fax: +92-21-34520708, E-mail: info@octara.com

facebook.com/teamoctara

twitter.com/teamoctara

Training Calendar Open Enrolment Programs

Procurement Management

Facilitator: Nadeem Asghar

April 8 - 9, Lahore | April 20 - 21, Karachi

Fee: 25,000/- PKR (+GST)*

Time & Stress Management

Facilitator: Dr. S. A. Rab

April 14, Karachi | April 20, Lahore

Fee: 17,000/- PKR (+GST)*



Enterprise Risk Management: ISO 31000

Facilitator: Jon McNish

April 13 - 14, Karachi | April 16 - 17, Lahore

Fee: 65,000/- PKR (+GST)*



Selling Skills for FMCG Sales Force

Facilitator: Hassan Bin Rizwan

April 15, Karachi | April 18, Lahore

Fee: 15,000/- PKR (+GST)*

Communication Techniques for Success

Facilitator: Kanwal Akhtar

April 20, Karachi

Fee: 12,000/- PKR (+GST)*

Effective Financial Presentations

Facilitator: Ali Saeed

April 21, Karachi | April 23, Lahore

Fee: 15,000/- PKR (+GST)*

Mastering the Art of Business Communication

Facilitator: Kanwal Akhtar

Course-1 Business Writing

April 22, Lahore

Fee: 12,000/- PKR (+GST)*

Course-2 Presentation Skills

April 23, Lahore

Fee: 12,000/- PKR (+GST)*

Technical Report Writing

Facilitator: Yalman Ansari

April 28, Karachi | April 29, Lahore | April 30, Islamabad

Fee: 17,000/- PKR (+GST)*

NOTE:

*Fee per participant (includes lunch, refreshments & course material) GST LHR & ISB 16% / GST KHI 15%
Discounts available on a minimum of 5 nominations per course/city

Please see overleaf for course details

