



INTERNATIONAL TRAINING INSTITUTE & CONSULTANCY (ITIC)

2026 JANUARY TO JULY TRAINING CALENDAR

EMAIL: director@iticafrica.org, iticghana@gmail.com

WEBSITE: www.iticafrica.org

HUMAN RESOURCES MANAGEMENT TRAINING COURSES

COURSE HIGHLIGHTS:

- *All delegates will be given a brand new take home laptop or Samsung Galaxy Tablet and a pen drive at the first day of their training.*
- *There will be Benchmark / tour visit during our training programme.*
- *Our fees are also negotiable depending on the country chosen by trainee.*
- *In House Training for Groups of 7 or more delegates can be offered on request.*
- *Customized training / Courses with tailor made dates can also be arranged on request.*

- We facilitate hotel reservation and airport pick and drop for all our clients on request.
- Training for longer duration are also available on request.
- Kindly note that training held in DUBAI, LONDON, CHINA, SOUTH AFRICA and any European country attract an additional administrative fee location cost on the tuition fees. Kindly contact our Administrative Office for this rate.

COURSE CODE	COURSE TITLE	COURSE DURATION	COURSE SCHEDULE DATE	COURSE VENUE
HRM01	HUMAN RESOURCE MANAGEMENT & STRATEGIC LEADERSHIP	1-2 Weeks	Jan 05-16, Jan 12-23, Jan 19-30, Jan 26-Feb 06, Feb 02-Feb 13, Feb 09-20, Feb 16-27, Feb 23- Mar 06, Mar 02- Mar 13, Mar 09-20, Mar 16-27, Mar 23-April 03, Mar 30-April 10, April 06-17, April 14-25, April 21-May 1, April 28-May 09, May 4-15, May 11-22, May 11-22, May 18-29, May 25- June 5, June 1- 12, June 08-19, June 15-26, June 22- July 3,	Dubai, Kenya, Accra-Ghana, Gambia, Tanzania, Manchester, Mauritius, Nigeria, Liberia, South Africa, Uganda, Sierra Leone. China, London, Durban, Senegal, Cameroon, Jordan.
HRM02	COMPUTER EXCEL FOR HUMAN RESOURCE PERSONNELS	1-2 Weeks	Jan 05-16, Jan 12-23, Jan 19-30, Jan 26-Feb 06, Feb 02-Feb 13, Feb 09-20, Feb 16-27, Feb	Dubai, Kenya, Accra-Ghana, Gambia, Tanzania, Manchester,

			<p>23- Mar 06, Mar 02- Mar 13, Mar 09-20, Mar 16-27, Mar 23-April 03, Mar 30-April 10, April 06-17, April 14-25, April 21-May 1, April 28-May 09, May 4-15, May 11-22, May 11-22, May 18-29, May 25- June 5, June 1- 12, June 08-19, June 15-26, June 22- July 3,</p>	<p>Mauritius, Nigeria, Liberia, South Africa, Uganda, Sierra Leone. China, London, Durban, Senegal, Cameroon, Jordan.</p>
HRM03	<p>LEADING AND MANAGING CHANGE FOR ORGANIZATIONAL TRANSFORMATION: HR PERSONNEL</p>	1-2 Weeks	<p>Jan 05-16, Jan 12-23, Jan 19-30, Jan 26-Feb 06, Feb 02-Feb 13, Feb 09-20, Feb 16-27, Feb 23- Mar 06, Mar 02- Mar 13, Mar 09-20, Mar 16-27, Mar 23-April 03, Mar 30-April 10, April 06-17, April 14-25, April 21-May 1, April 28-May 09, May 4-15, May 11-22, May 11-22, May 18-29, May 25- June 5, June 1- 12, June 08-19, June 15-26, June 22- July 3,</p>	<p>Dubai, Kenya, Accra-Ghana, Gambia, Manchester, Mauritius, Nigeria, Liberia, South Africa, Uganda, Sierra Leone. China, London, Durban, Senegal, Cameroon</p>
HRM04	<p>HUMAN RESOURCE MANAGEMENT DEVELOPMENT & PERFORMANCE ENHANCEMENT SKILLS</p>	1-2 Weeks	<p>Jan 05-16, Jan 12-23, Jan 19-30, Jan 26-Feb 06, Feb 02-Feb 13, Feb 09-20, Feb 16-27, Feb 23- Mar 06, Mar 02-</p>	<p>Dubai, Kenya, Accra-Ghana, Gambia, Tanzania, Manchester, Mauritius, Nigeria,</p>

			<p>Mar 13, Mar 09-20, Mar 16-27, Mar 23-April 03, Mar 30-April 10, April 06-17, April 14-25, April 21-May 1, April 28-May 09, May 4-15, May 11-22, May 11-22, May 18-29, May 25-June 5, June 1- 12, June 08-19, June 15-26, June 22- July 3,</p>	<p>Liberia, South Africa, Uganda, Sierra Leone. China, London, Durban, Senegal, Cameroon, Jordan.</p>
HRM05	<p>ROLE AND FUTURE OF HUMAN RESOURCE IN DIGITALIZATION</p>	1-2 Weeks	<p>Jan 05-16, Jan 12-23, Jan 19-30, Jan 26-Feb 06, Feb 02-Feb 13, Feb 09-20, Feb 16-27, Feb 23- Mar 06, Mar 02- Mar 13, Mar 09-20, Mar 16-27, Mar 23-April 03, Mar 30-April 10, April 06-17, April 14-25, April 21-May 1, April 28-May 09, May 4-15, May 11-22, May 11-22, May 18-29, May 25-June 5, June 1- 12, June 08-19, June 15-26, June 22- July 3,</p>	<p>Dubai, Kenya, Accra-Ghana, Gambia, Tanzania, Manchester, Mauritius, Nigeria, Liberia, South Africa, Uganda, Sierra Leone. China, London, Durban, Senegal, Cameroon, Jordan</p>
HRM06	<p>HRM STRATEGY, LEARNING & DEVELOPMENT TRANSFORMATION</p>	1-2 Weeks	<p>Jan 05-16, Jan 12-23, Jan 19-30, Jan 26-Feb 06, Feb 02-Feb 13, Feb 09-20, Feb 16-27, Feb 23- Mar 06, Mar 02- Mar 13, Mar 09-20, Mar</p>	<p>Dubai, Kenya, Accra-Ghana, Gambia, Tanzania, Manchester, Mauritius, Nigeria, Liberia, South Africa,</p>

			16-27, Mar 23-April 03, Mar 30-April 10, April 06-17, April 14-25, April 21-May 1, April 28-May 09, May 4-15, May 11-22, May 11-22, May 18-29, May 25-June 5, June 1-12, June 08-19, June 15-26, June 22-July 3,	Uganda, Sierra Leone. China, London, Durban, Senegal, Cameroon, Jordan.
HRM07	ADVANCED HUMAN RESOURCES AND PERSONNEL MANAGEMENT IN THE PRIVATE & PUBLIC SECTOR	1-2 Weeks	Jan 05-16, Jan 12-23, Jan 19-30, Jan 26-Feb 06, Feb 02-Feb 13, Feb 09-20, Feb 16-27, Feb 23-Mar 06, Mar 02-Mar 13, Mar 09-20, Mar 16-27, Mar 23-April 03, Mar 30-April 10, April 06-17, April 14-25, April 21-May 1, April 28-May 09, May 4-15, May 11-22, May 11-22, May 18-29, May 25-June 5, June 1-12, June 08-19, June 15-26, June 22-July 3,	Dubai, Kenya, Accra-Ghana, Gambia, Tanzania, Manchester, Mauritius, Nigeria, Liberia, South Africa, Uganda, Sierra Leone. China, London, Durban, Senegal, Cameroon, Jordan.
HRM08	HRM: EFFECTIVE REPORT WRITING & COMPUTERIZED PRESENTATION SKILLS	1-2 Weeks	Jan 05-16, Jan 12-23, Jan 19-30, Jan 26-Feb 06, Feb 02-Feb 13, Feb 09-20, Feb 16-27, Feb 23-Mar 06, Mar 02-Mar 13, Mar 09-20, Mar 16-27, Mar 23-April 03,	Dubai, Kenya, Accra-Ghana, Gambia, Tanzania, Manchester, Mauritius, Nigeria, Liberia, South Africa, Uganda, Sierra

			<p>Mar 30-April 10, April 06-17, April 14-25, April 21-May 1, April 28-May 09, May 4-15, May 11-22, May 11-22, May 18-29, May 25-June 5, June 1- 12, June 08-19, June 15-26, June 22- July 3,</p>	<p>Leone. China, London, Durban, Senegal, Cameroon, Jordan.</p>
HRM09	<p>DEVELOPING CORE SKILLS FOR TRAINING CORDINATORS: HR PERSONNEL</p>	1-2 Weeks	<p>Jan 05-16, Jan 12-23, Jan 19-30, Jan 26-Feb 06, Feb 02-Feb 13, Feb 09-20, Feb 16-27, Feb 23- Mar 06, Mar 02- Mar 13, Mar 09-20, Mar 16-27, Mar 23-April 03, Mar 30-April 10, April 06-17, April 14-25, April 21-May 1, April 28-May 09, May 4-15, May 11-22, May 11-22, May 18-29, May 25-June 5, June 1- 12, June 08-19, June 15-26, June 22- July 3,</p>	<p>Dubai, Kenya, Accra-Ghana, Gambia, Tanzania, Manchester, Mauritius, Nigeria, Liberia, South Africa, Uganda, Sierra Leone. China, London, Durban, Senegal, Cameroon. Jordan.</p>
HRM10	<p>MANAGING HR PROCESSES; CULTURE AND CHANGE</p>	1-2 Weeks	<p>Jan 05-16, Jan 12-23, Jan 19-30, Jan 26-Feb 06, Feb 02-Feb 13, Feb 09-20, Feb 16-27, Feb 23- Mar 06, Mar 02- Mar 13, Mar 09-20, Mar 16-27, Mar 23-April 03, Mar 30-April 10, April</p>	<p>Dubai, Kenya, Accra-Ghana, Gambia, Tanzania, Manchester, Mauritius, Nigeria, Liberia, South Africa, Uganda, Sierra Leone. China,</p>

			<p>06-17, April 14-25, April 21-May 1, April 28-May 09, May 4-15, May 11-22, May 11-22, May 18-29, May 25-June 5, June 1- 12, June 08-19, June 15-26, June 22- July 3,</p>	<p>London, Durban, Senegal, Cameroon, Jordan.</p>
HRM11	<p>TOMORROWS HR DEPARTMENT- TRANSFORM THE HR FUNCTION</p>	1-2 Weeks	<p>Jan 05-16, Jan 12-23, Jan 19-30, Jan 26-Feb 06, Feb 02-Feb 13, Feb 09-20, Feb 16-27, Feb 23- Mar 06, Mar 02- Mar 13, Mar 09-20, Mar 16-27, Mar 23-April 03, Mar 30-April 10, April 06-17, April 14-25, April 21-May 1, April 28-May 09, May 4-15, May 11-22, May 11-22, May 18-29, May 25-June 5, June 1- 12, June 08-19, June 15-26, June 22- July 3,</p>	<p>Dubai, Kenya, Accra-Ghana, Gambia, Tanzania, Manchester, Mauritius, Nigeria, Liberia, South Africa, Uganda, Sierra Leone. China, London, Durban, Senegal, Cameroon, Jordan.</p>
HRM12	<p>COACHING AND MENTORING: ENHANCING PRODUCTIVITY, ENGAGEMENT AND INNOVATION</p>	1-2 Weeks	<p>Jan 05-16, Jan 12-23, Jan 19-30, Jan 26-Feb 06, Feb 02-Feb 13, Feb 09-20, Feb 16-27, Feb 23- Mar 06, Mar 02- Mar 13, Mar 09-20, Mar 16-27, Mar 23-April 03, Mar 30-April 10, April 06-17, April 14-25,</p>	<p>Dubai, Kenya, Accra-Ghana, Gambia, Tanzania, Manchester, Mauritius, Nigeria, Liberia, South Africa, Uganda, Sierra Leone. China, London, Durban,</p>

			<p>April 21-May 1, April 28-May 09, May 4-15, May 11-22, May 11-22, May 18-29, May 25-June 5, June 1- 12, June 08-19, June 15-26, June 22- July 3,</p>	<p>Senegal, Cameroon, Jordan.</p>
HRM13	<p>EMPLOYEE RELATIONS BEST PRACTICES</p>	1-2 Weeks	<p>Jan 05-16, Jan 12-23, Jan 19-30, Jan 26-Feb 06, Feb 02-Feb 13, Feb 09-20, Feb 16-27, Feb 23- Mar 06, Mar 02- Mar 13, Mar 09-20, Mar 16-27, Mar 23-April 03, Mar 30-April 10, April 06-17, April 14-25, April 21-May 1, April 28-May 09, May 4-15, May 11-22, May 11-22, May 18-29, May 25-June 5, June 1- 12, June 08-19, June 15-26, June 22- July 3,</p>	<p>Dubai, Kenya, Accra-Ghana, Gambia, Tanzania, Manchester, Mauritius, Nigeria, Liberia, South Africa, Uganda, Sierra Leone. China, London, Durban, Senegal, Cameroon, Jordan.</p>
HRM14	<p>INTERVIEWING, SELECTION AND RECRUITMENT SKILLS</p>	1-2 Weeks	<p>Jan 05-16, Jan 12-23, Jan 19-30, Jan 26-Feb 06, Feb 02-Feb 13, Feb 09-20, Feb 16-27, Feb 23- Mar 06, Mar 02- Mar 13, Mar 09-20, Mar 16-27, Mar 23-April 03, Mar 30-April 10, April 06-17, April 14-25, April 21-May 1, April</p>	<p>Dubai, Kenya, Accra-Ghana, Gambia, Tanzania, Manchester, Mauritius, Nigeria, Liberia, South Africa, Uganda, Sierra Leone. China, London, Durban, Senegal, Cameroon,</p>

			28-May 09, May 4-15, May 11-22, May 11-22, May 18-29, May 25-June 5, June 1- 12, June 08-19, June 15-26, June 22- July 3,	Jordan.
HRM15	OPTIMIZING LEARNING & DEVELOPMENT STRATEGY TO ENHANCE ORGANIZATIONAL PERFORMANCE	1-2 Weeks	Jan 05-16, Jan 12-23, Jan 19-30, Jan 26-Feb 06, Feb 02-Feb 13, Feb 09-20, Feb 16-27, Feb 23- Mar 06, Mar 02- Mar 13, Mar 09-20, Mar 16-27, Mar 23-April 03, Mar 30-April 10, April 06-17, April 14-25, April 21-May 1, April 28-May 09, May 4-15, May 11-22, May 11-22, May 18-29, May 25-June 5, June 1- 12, June 08-19, June 15-26, June 22- July 3,	Dubai, Kenya, Accra-Ghana, Gambia, Tanzania, Manchester, Mauritius, Nigeria, Liberia, South Africa, Uganda, Sierra Leone. China, London, Durban, Senegal, Cameroon, Jordan.
HRM16	MANPOWER SUCCESSION & RETENTION SKILLS	1-2 Weeks	Jan 05-16, Jan 12-23, Jan 19-30, Jan 26-Feb 06, Feb 02-Feb 13, Feb 09-20, Feb 16-27, Feb 23- Mar 06, Mar 02- Mar 13, Mar 09-20, Mar 16-27, Mar 23-April 03, Mar 30-April 10, April 06-17, April 14-25, April 21-May 1, April 28-May 09, May 4-15,	Dubai, Kenya, Accra-Ghana, Gambia, Tanzania, Manchester, Mauritius, Nigeria, Liberia, South Africa, Uganda, Sierra Leone. China, London, Durban, Senegal, Cameroon, Jordan.

			May 11-22, May 11-22, May 18-29, May 25-June 5, June 1- 12, June 08-19, June 15-26, June 22- July 3,	
HRM17	EFFECTIVE JOB EVALUATION ANALYSIS: HR PERSONNEL	1-2 Weeks	Jan 05-16, Jan 12-23, Jan 19-30, Jan 26-Feb 06, Feb 02-Feb 13, Feb 09-20, Feb 16-27, Feb 23- Mar 06, Mar 02-Mar 13, Mar 09-20, Mar 16-27, Mar 23-April 03, Mar 30-April 10, April 06-17, April 14-25, April 21-May 1, April 28-May 09, May 4-15, May 11-22, May 11-22, May 18-29, May 25-June 5, June 1- 12, June 08-19, June 15-26, June 22- July 3,	Dubai, Kenya, Accra-Ghana, Gambia, Tanzania, Manchester, Mauritius, Nigeria, Liberia, South Africa, Uganda, Sierra Leone. China, London, Durban, Senegal, Cameroon, Jordan.
HRM18	HR - METHODOLOGY FOR DEVELOPING A JOB / COMPETENCY REPOSITORY - INITIATION	1-2 Weeks	Jan 05-16, Jan 12-23, Jan 19-30, Jan 26-Feb 06, Feb 02-Feb 13, Feb 09-20, Feb 16-27, Feb 23- Mar 06, Mar 02-Mar 13, Mar 09-20, Mar 16-27, Mar 23-April 03, Mar 30-April 10, April 06-17, April 14-25, April 21-May 1, April 28-May 09, May 4-15, May 11-22, May 11-22,	Dubai, Kenya, Accra-Ghana, Gambia, Tanzania, Manchester, Mauritius, Nigeria, Liberia, South Africa, Uganda, Sierra Leone. China, London, Durban, Senegal, Cameroon, Jordan.

			May 18-29, May 25-June 5, June 1- 12, June 08-19, June 15-26, June 22- July 3,	
HRM19	HR - CLASSIFICATION OF JOBS AND DEVELOPMENT OF A REMUNERATION POLICY	1-2 Weeks	Jan 05-16, Jan 12-23, Jan 19-30, Jan 26-Feb 06, Feb 02-Feb 13, Feb 09-20, Feb 16-27, Feb 23- Mar 06, Mar 02-Mar 13, Mar 09-20, Mar 16-27, Mar 23-April 03, Mar 30-April 10, April 06-17, April 14-25, April 21-May 1, April 28-May 09, May 4-15, May 11-22, May 11-22, May 18-29, May 25-June 5, June 1- 12, June 08-19, June 15-26, June 22- July 3,	Dubai, Kenya, Accra-Ghana, Gambia, Tanzania, Manchester, Mauritius, Nigeria, Liberia, South Africa, Uganda, Sierra Leone. China, London, Durban, Senegal, Cameroon, Jordan.
HRM20	HR - MASTERING THE DEVELOPMENT OF A TRAINING PLAN	1-2 Weeks	Jan 05-16, Jan 12-23, Jan 19-30, Jan 26-Feb 06, Feb 02-Feb 13, Feb 09-20, Feb 16-27, Feb 23- Mar 06, Mar 02-Mar 13, Mar 09-20, Mar 16-27, Mar 23-April 03, Mar 30-April 10, April 06-17, April 14-25, April 21-May 1, April 28-May 09, May 4-15, May 11-22, May 11-22, May 18-29, May 25-	Dubai, Kenya, Accra-Ghana, Gambia, Tanzania, Manchester, Mauritius, Nigeria, Liberia, South Africa, Uganda, Sierra Leone. China, London, Durban, Senegal, Cameroon, Jordan.

			June 5, June 1- 12, June 08-19, June 15-26, June 22- July 3,	
HRM21	HUMAN RESOURCES PROFESSIONAL: FROM TRADITIONAL HR ROLE TO BUSINESS PARTNER	1-2 Weeks	Jan 05-16, Jan 12-23, Jan 19-30, Jan 26-Feb 06, Feb 02-Feb 13, Feb 09-20, Feb 16-27, Feb 23- Mar 06, Mar 02- Mar 13, Mar 09-20, Mar 16-27, Mar 23-April 03, Mar 30-April 10, April 06-17, April 14-25, April 21-May 1, April 28-May 09, May 4-15, May 11-22, May 11-22, May 18-29, May 25- June 5, June 1- 12, June 08-19, June 15-26, June 22- July 3,	Dubai, Kenya, Accra-Ghana, Gambia, Tanzania, Manchester, Mauritius, Nigeria, Liberia, South Africa, Uganda, Sierra Leone. China, London, Durban, Senegal, Cameroon, Jordan.
HRM22	WRITING AND MEASURING HR STRATEGIES: MAXIMIZING ALIGNMENT WITH THE BUSINESS	1-2 Weeks	Jan 05-16, Jan 12-23, Jan 19-30, Jan 26-Feb 06, Feb 02-Feb 13, Feb 09-20, Feb 16-27, Feb 23- Mar 06, Mar 02- Mar 13, Mar 09-20, Mar 16-27, Mar 23-April 03, Mar 30-April 10, April 06-17, April 14-25, April 21-May 1, April 28-May 09, May 4-15, May 11-22, May 11-22, May 18-29, May 25- June 5, June 1- 12, June 08-19, June 15-26, June 22- July 3,	Dubai, Kenya, Accra-Ghana, Gambia, Tanzania, Manchester, Mauritius, Nigeria, Liberia, South Africa, Uganda, Sierra Leone. China, London, Durban, Senegal, Cameroon, Jordan.

			08-19, June 15-26, June 22- July 3,	
HRM23	HR-BRAINSTORMING, CREATIVE THINKING, INNOVATION AND PROBLEM SOLVING	1-2 Weeks	Jan 05-16, Jan 12-23, Jan 19-30, Jan 26-Feb 06, Feb 02-Feb 13, Feb 09-20, Feb 16-27, Feb 23- Mar 06, Mar 02- Mar 13, Mar 09-20, Mar 16-27, Mar 23-April 03, Mar 30-April 10, April 06-17, April 14-25, April 21-May 1, April 28-May 09, May 4-15, May 11-22, May 11-22, May 18-29, May 25- June 5, June 1- 12, June 08-19, June 15-26, June 22- July 3,	Dubai, Kenya, Accra-Ghana, Gambia, Tanzania, Manchester, Mauritius, Nigeria, Liberia, South Africa, Uganda, Sierra Leone. China, London, Durban, Senegal, Cameroon, Jordan.
HRM24	COMMUNITY DRIVEN DEVELOPMENT: BUILDING EFFECTIVE LOCAL SERVICE THROUGH COMMUNITY EMPOWERMENT	1-2 Weeks	Jan 05-16, Jan 12-23, Jan 19-30, Jan 26-Feb 06, Feb 02-Feb 13, Feb 09-20, Feb 16-27, Feb 23- Mar 06, Mar 02- Mar 13, Mar 09-20, Mar 16-27, Mar 23-April 03, Mar 30-April 10, April 06-17, April 14-25, April 21-May 1, April 28-May 09, May 4-15, May 11-22, May 11-22, May 18-29, May 25- June 5, June 1- 12, June 08-19, June 15-26,	Dubai, Kenya, Accra-Ghana, Gambia, Tanzania, Manchester, Mauritius, Nigeria, Liberia, South Africa, Uganda, Sierra Leone. China, London, Durban, Senegal, Cameroon, Jordan.

			June 22- July 3,	
HRM25	VISIONARY LEADERSHIP, IDENTITY & MOTIVATION: BECOME A MEANING MAKER	1-2 Weeks	Jan 05-16, Jan 12-23, Jan 19-30, Jan 26-Feb 06, Feb 02-Feb 13, Feb 09-20, Feb 16-27, Feb 23- Mar 06, Mar 02- Mar 13, Mar 09-20, Mar 16-27, Mar 23-April 03, Mar 30-April 10, April 06-17, April 14-25, April 21-May 1, April 28-May 09, May 4-15, May 11-22, May 11-22, May 18-29, May 25- June 5, June 1- 12, June 08-19, June 15-26, June 22- July 3,	Dubai, Kenya, Accra-Ghana, Gambia, Tanzania, Manchester, Mauritius, Nigeria, Liberia, South Africa, Uganda, Sierra Leone. China, London, Durban, Senegal, Cameroon, Jordan.
HRM26	LEADING: HUMAN RESOURCE MANAGEMENT AND LEADERSHIP SPECIALIZATION	1-2 Weeks	Jan 05-16, Jan 12-23, Jan 19-30, Jan 26-Feb 06, Feb 02-Feb 13, Feb 09-20, Feb 16-27, Feb 23- Mar 06, Mar 02- Mar 13, Mar 09-20, Mar 16-27, Mar 23-April 03, Mar 30-April 10, April 06-17, April 14-25, April 21-May 1, April 28-May 09, May 4-15, May 11-22, May 11-22, May 18-29, May 25- June 5, June 1- 12, June 08-19, June 15-26, June 22- July 3,	Dubai, Kenya, Accra-Ghana, Gambia, Tanzania, Manchester, Mauritius, Nigeria, Liberia, South Africa, Uganda, Sierra Leone. China, London, Durban, Senegal, Cameroon, Jordan.

HRM27	MANAGING EMPLOYEE COMPENSATION: RECRUITING, HIRING, AND ONBOARDING EMPLOYEES.	1-2 Weeks	Jan 05-16, Jan 12-23, Jan 19-30, Jan 26-Feb 06, Feb 02-Feb 13, Feb 09-20, Feb 16-27, Feb 23- Mar 06, Mar 02- Mar 13, Mar 09-20, Mar 16-27, Mar 23-April 03, Mar 30-April 10, April 06-17, April 14-25, April 21-May 1, April 28-May 09, May 4-15, May 11-22, May 11-22, May 18-29, May 25- June 5, June 1- 12, June 08-19, June 15-26, June 22- July 3,	Dubai, Kenya, Accra-Ghana, Gambia, Tanzania, Manchester, Mauritius, Nigeria, Liberia, South Africa, Uganda, Sierra Leone. China, London, Durban, Senegal, Cameroon, Jordan.
HRM28	HR ANALYTICS: CONCEPTS AND TOOLS FOR EFFECTIVE DECISION- MAKING	1-2 Weeks	Jan 05-16, Jan 12-23, Jan 19-30, Jan 26-Feb 06, Feb 02-Feb 13, Feb 09-20, Feb 16-27, Feb 23- Mar 06, Mar 02- Mar 13, Mar 09-20, Mar 16-27, Mar 23-April 03, Mar 30-April 10, April 06-17, April 14-25, April 21-May 1, April 28-May 09, May 4-15, May 11-22, May 11-22, May 18-29, May 25- June 5, June 1- 12, June 08-19, June 15-26, June 22- July 3,	Dubai, Kenya, Accra-Ghana, Gambia, Tanzania, Manchester, Mauritius, Nigeria, Liberia, South Africa, Uganda, Sierra Leone. China, London, Durban, Senegal, Cameroon, Jordan.
HRM29	HR: TRANSITIONING FROM	1-2 Weeks	Jan 05-16, Jan 12-23,	Dubai, Kenya,

**TECHNICAL
PROFESSIONAL TO
MANAGER & MANAGING
EXPERT.**

Jan 19-30, Jan 26-Feb
06, Feb 02-Feb 13, Feb
09-20, Feb 16-27, Feb
23- Mar 06, Mar 02-
Mar 13, Mar 09-20, Mar
16-27, Mar 23-April 03,
Mar 30-April 10, April
06-17, April 14-25,
April 21-May 1, April
28-May 09, May 4-15,
May 11-22, May 11-22,
May 18-29, May 25-
June 5, June 1- 12, June
08-19, June 15-26,
June 22- July 3,

Accra-Ghana,
Gambia, Tanzania,
Manchester,
Mauritius, Nigeria,
Liberia, South Africa,
Uganda, Sierra
Leone. China,
London, Durban,
Senegal, Cameroon,
Jordan.

HEM30

**HUMAN RESOURCE:
PAYROL AND HELPING
YOUR EMPLOYEES MEET
RETIREMENT GOALS**

1-2 Weeks

Jan 05-16, Jan 12-23,
Jan 19-30, Jan 26-Feb
06, Feb 02-Feb 13, Feb
09-20, Feb 16-27, Feb
23- Mar 06, Mar 02-
Mar 13, Mar 09-20, Mar
16-27, Mar 23-April 03,
Mar 30-April 10, April
06-17, April 14-25,
April 21-May 1, April
28-May 09, May 4-15,
May 11-22, May 11-22,
May 18-29, May 25-
June 5, June 1- 12, June
08-19, June 15-26,
June 22- July 3,

Dubai, Kenya,
Accra-Ghana,
Gambia, Tanzania,
Manchester,
Mauritius, Nigeria,
Liberia, South Africa,
Uganda, Sierra
Leone. China,
London, Durban,
Senegal, Cameroon,
Jordan.

COURSE DURATION: our courses are respectively from 1-3 weeks, monthly, quarterly and annually.

We also do in-house training, and go beyond the minimum duration depending on the trainee's institution Quantity Discount is given for every group participation from any organization discount inclusive from 7 delegates and above.

On completion of our courses delegates will be assessed by the institution & Facilitators and also do a Presentation to prove his/her knowledge gained.

COURSE FEE

National Training: One week \$2500 & Two weeks \$3200 or its equivalent in Ghana cedis (Participant's Country of Residence)

<i>\$2500 (a week)</i>	<i>(Two weeks) \$3200</i>
<ul style="list-style-type: none"><i>• A brand new Laptop or a Samsung Galaxy Tab</i><i>• Branded T-shirt</i><i>• Airport Transfers</i><i>• Training materials</i><i>• Lunch</i><i>• Coffee Break</i><i>• Memory stick (pen drive)</i><i>• Tour Visit</i>	<ul style="list-style-type: none"><i>• A brand new Laptop or a Samsung Galaxy Tab</i><i>• Branded T-shirt</i><i>• Airport Transfer</i><i>• Training materials</i><i>• Lunch</i><i>• Coffee Break</i><i>• Memory stick (pen drive)</i><i>• Tour Visit</i>

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International Training: One week \$3800 & Two weeks \$5800

<i>One Week \$3800</i>	<i>Two Weeks \$5800</i>
<ul style="list-style-type: none"> • <i>Brand new Laptop or a Samsung Galaxy Tab</i> • <i>Airport pick and drop</i> • <i>Branded T-shirt</i> • <i>Training materials</i> • <i>Lunch</i> • <i>Coffee Break</i> • <i>Memory stick (pen drive)</i> • <i>Tour Visit</i> 	<ul style="list-style-type: none"> • <i>Brand new Laptop or a Samsung Galaxy Tab</i> • <i>Airport pick and drop</i> • <i>Branded T-shirt</i> • <i>Training materials</i> • <i>Lunch</i> • <i>Coffee Break</i> • <i>Memory stick (pen drive)</i> • <i>Tour Visit</i>