

Executive Development Centre Training Calendar Jul-Sep 2009

For details or any query please contact us at (edc@szabist.edu.pk)

<u>Workshop on Application and Scope of HR practices in the Medium and Small Enterprises (SMEs) in Pakistan</u>	
Venue:	Executive Development Centre 100 Clifton SZABIST Karachi.
Dates:	July 01- 02, 2009
Last Dates for Registration:	June26, 2009
<u>Customer Relationship Building</u>	
Venue:	Executive Development Centre 100 Clifton SZABIST Karachi.
Dates:	July 06, 2009
Last Dates for Registration:	June 27, 2009
<u>Material management and inventory control</u>	
Venue:	Executive Development Centre 100 Clifton SZABIST Karachi.
Dates:	July 08, 2009
Last Dates for Registration:	July 01, 2009
<u>Public Private Partnership</u>	
Venue:	Executive Development Centre 100 Clifton SZABIST Karachi.
Dates:	July 11, 2009
Last Dates for Registration:	July 06, 2009
<u>Strategic Decision Making and Problem Solving Skills for Managers</u>	
Venue:	Executive Development Centre 100 Clifton SZABIST Karachi.
Dates:	July 13, 2009
Last Dates for Registration:	July 07, 2009

Brand and Image Building Skills

Venue:	Executive Development Centre 100 Clifton SZABIST Karachi.
Dates:	July 16, 2009
Last Dates for Registration:	July 10, 2009

Resource Mobilization for Social Development Projects

Venue:	Executive Development Centre 100 Clifton SZABIST Karachi.
Dates:	July 18, 2009
Last Dates for Registration:	July 13, 2009

How to conduct Job Analysis for the HR decisions

Venue:	Executive Development Centre 100 Clifton SZABIST Karachi.
Dates:	July 21, 2009
Last Dates for Registration:	July 15, 2009

Image processing/Machine vision

Venue:	Executive Development Centre 100 Clifton SZABIST Karachi.
Dates:	July 24, 2009
Last Dates for Registration:	July 17, 2009

Negotiation Skills

Venue:	Executive Development Centre 100 Clifton SZABIST Karachi.
Dates:	July 27, 2009
Last Dates for Registration:	July 20, 2009

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Corporate and Business Communication Skills

Venue:	Executive Development Centre 100 Clifton SZABIST Karachi.
Dates:	July 29, 2009
Last Dates for Registration:	July 24, 2009

Workshop on Preparing the Human Resource Policy and Procedure Manual

Venue:	Executive Development Centre 100 Clifton SZABIST Karachi.
Dates:	Aug 01, 2009
Last Dates for Registration:	July 25, 2009

Getting optimum productivity from the workforce: role of motivation, empowering, and leadership

Venue:	Executive Development Centre 100 Clifton SZABIST Karachi.
Dates:	Aug 04, 2009
Last Dates for Registration:	July 28, 2009

Workshop on Labour Laws based HR Functions

Venue:	Executive Development Centre 100 Clifton SZABIST Karachi.
Dates:	Aug 07 - 08, 2009
Last Dates for Registration:	July 31, 2009

Proposal Writing

Venue:	Executive Development Centre 100 Clifton SZABIST Karachi.
Dates:	Aug 11, 2009
Last Dates for Registration:	Aug 04, 2009

Workshop on Organizational Communication

Venue:	Executive Development Centre 100 Clifton SZABIST Karachi.
Dates:	Aug 15, 2009
Last Dates for Registration:	Aug 07, 2009

Human Resource Development Needs Analysis

Venue:	Executive Development Centre 100 Clifton SZABIST Karachi.
Dates:	Aug 17 - 18, 2009
Last Dates for Registration:	Aug 10, 2009

Change Management: Keeping pace with the fast moving environment

Venue:	Executive Development Centre 100 Clifton SZABIST Karachi.
Dates:	Aug 21, 2009
Last Dates for Registration:	Aug 15, 2009

Workshop on process of raising an Industrial Dispute, entering into legal Strike/Lockout, and holding the Collective Bargaining under the Pakistan Labour Laws

Venue:	Executive Development Centre 100 Clifton SZABIST Karachi.
Dates:	Aug 24 - 25, 2009
Last Dates for Registration:	Aug 18, 2009

Presentation Skills for Managers

Venue:	Executive Development Centre 100 Clifton SZABIST Karachi.
Dates:	Aug 28, 2009
Last Dates for Registration:	Aug 22, 2009

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Artificial Intelligence and industrial applications in relation to machine vision

Venue:	Executive Development Centre 100 Clifton SZABIST Karachi.
Dates:	Sep 01, 2009
Last Dates for Registration:	Aug 25, 2009

Team-building: making the synergy work

Venue:	Executive Development Centre 100 Clifton SZABIST Karachi.
Dates:	Sep 04, 2009
Last Dates for Registration:	Aug 28, 2009

Workshop on Developing and Implementing Performance Management System

Venue:	Executive Development Centre 100 Clifton SZABIST Karachi.
Dates:	Sep 07 - 08, 2009
Last Dates for Registration:	Sep 01, 2009

NGO Management

Venue:	Executive Development Centre 100 Clifton SZABIST Karachi.
Dates:	Sep 10, 2009
Last Dates for Registration:	Sep 05, 2009

Workshop on Time Management: a key to successful personal and corporate life

Venue:	Executive Development Centre 100 Clifton SZABIST Karachi.
Dates:	Sep 14 - 15, 2009
Last Dates for Registration:	Sep 08, 2009

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Interviewing Skills

Venue: Executive Development Centre 100 Clifton SZABIST Karachi.

Dates: Sep 19, 2009

Last Dates for Registration: Sep 12, 2009

On-the-Job Coaching and Counselling

Venue: Executive Development Centre 100 Clifton SZABIST Karachi.

Dates: Sep 21, 2009

Last Dates for Registration: Sep 14, 2009

Community Mobilization for Social Development Projects

Venue: Executive Development Centre 100 Clifton SZABIST Karachi.

Dates: Sep 23, 2009

Last Dates for Registration: Sep 16, 2009

Workshop on the Concept of Misconduct, Issuing Charge Sheet, and Conducting Enquiry of the Workmen under the Pakistan Labour Laws

Venue: Executive Development Centre 100 Clifton SZABIST Karachi.

Dates: Sep 25-26, 2009

Last Dates for Registration: Sep 19, 2009

Stress Management

Venue: Executive Development Centre 100 Clifton SZABIST Karachi.

Dates: Sep 29 - 30, 2009

Last Dates for Registration: Sep 22, 2009