

Nigerian Seminars and Trainings.com

November 2011 Conferences, Seminars and Training Guide

(Please click on your preferred course/conference for more information)



Admin/Secretarial

November 02 - 04, 2011	Superior Performance In Secretaries And Personal Assistants	I-Skill Knowledge Management
November 09, 2011	Developing Personal Assistants Management Skills (Intensive)	Cir Africa Limited
November 14 - 18, 2011	Mandatory Continuing Professional Development (MCPD) Programme (Members Only)	The Nigerian Institute Of Professional Secretaries
November 15 - 17, 2011	Management Skills For Secretaries And Admin Assistants	GTC Training International
November 16 - 18, 2011	Superior Performance In Administrative Staff	I-Skill Knowledge Management
November 21 - 25, 2011	Advanced Management Course For Administrative Officers	Nigerian Institute Of Management (Chartered)
November 21 - 25, 2011	Mandatory Continuing Professional Development (MCPD) Programme (Members Only)	The Nigerian Institute Of Professional Secretaries
November 28 - December 02, 2011	Performance Improvement For Protocol Officers And Personal Assistants (MSP 604/HRR 605) - Second Run	Administrative Staff College Of Nigeria (ASCON)

Agriculture & Rural Development

November 05 - 18, 2011	Accelerated And Sustainable Rural Development Course (LGLP 606/GSR 606) - Second Run	Administrative Staff College Of Nigeria (ASCON)
November 07 - 09, 2011	Management Workshop For Cooperatives And Agro-Allied Ventures	Centre For Management Development (CMD)
November 14 - 18, 2011	Workshop On Web Searching For Agricultural Research Scientists And Development Officers (Arm 347)	Agricultural & Rural Management Training Institute (ARMTI)

November 14 - 18, 2011	Participatory Management Of Community Development Groups/Community- Based Organisations In ARD Projects (Arm 350)	Agricultural & Rural Management Training Institute (ARMTI)
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Aviation And Maritime

November 07, 2011	Best Practices In Aviation Facilitation For Emerging Economies	Global Analytics Consulting
November 14 - 15, 2011	Basic Helicopter Landing Officers' Course	Landover Aviation Business School
November 14, 2011	Cargo Handling Skills, Port Charges, And Procedures	Landover Aviation Business School
November 21, 2011	Maritime Management	Lagos Business School

Banking Management

November 01 - 03, 2011	Corporate Banking, Transaction Structuring & Relationship Management	Jeff & O'Brien Training International
November 07 - 11 , 2011	Credit Analysis	H. Pierson
November 08 - 10, 2011	Loan & Remedial Management	H. Pierson
November 15 - 18, 2011	Advanced Credit Analysis & Management	Financial Institutions Training Centre
November 16 - 18, 2011	E-Banking Fraud Detection & Control	MICH Consulting Limited
November 21 - 23, 2011	Syndicated Lending Techniques	Euromoney Training Emea Africa
November 22 - 24, 2011	Insurance As A Risk Management Tool	Rech Management Centre
November 22 - 25, 2011	Bond Portfolio Management	Euromoney Training Emea Africa

Conferences/ AGM/ Seminars/ Workshops

November 02 - 04, 2011	2nd Nigerian Non-Oil Export Conference, Exhibition & Awards (NNECEA 2011)	Nigerian Export Promotion Council(NEPC)
November 04 - 13, 2011	2011 Lagos International Trade Fair	The Lagos Chamber Of Commerce And Industry
November 07 - 08, 2011	International Trade And Academic Research Conference	Academy Of Business And Retail Management

November 09 - 11, 2011	Excellence In Leadership Conference 2011: Innovate ...Change Your World	Daystar Christian Centre
November 10 - 12, 2011	Continental Summit And Training Workshop On Climate Change Education And Adaptation In Africa: Advancing Climate Change Adaptation In Africa Through Policy Development, Technical Systems Deployment, Public Enlightenment And Market Incentives	Africa Climate Eco-Tech, Abuja, Nigeria
November 17, 2011	National Lease Conference	Equipment Leasing Association Of Nigeria

Economic Management

November 07 - 11, 2011	Policy Design And Management Skills For Managers Workshop	Centre For Management Development (CMD)
November 07 - 18, 2011	Macro Economics And Policy Making	GTC Training International
November 08 - 10, 2011	Policy Economics	Valuefronteira Training Ltd
November 10 - 12, 2011	17th Nigerian Economic Summit - Attracting Foreign Direct Investment Through Global Partnerships	The Nigerian Economic Summit Group
November 15 - 16, 2011	Econometrics For Policy Decisions	Valuefronteira Training Ltd

Education

November 14 - 18, 2011	Strategic Management Programme For College Principals, Vice Principals & Education Ministry Officials In Africa	The Management School London & BEEC International
November 21 - 25, 2011	Improving Learning Outcomes Through Quality Teaching Delivery	Supreme Management Training & Consultancy Ltd
November 21 - 28, 2011	Strategic Management Programme For College Principals, Vice Principals & Education Ministry Officials In Africa	The Management School London & BEEC International

November 28 - December 02, 2011	Strategic Management Programme For College Principals, Vice Principals & Education Ministry Officials In Africa	The Management School London & BEEC International
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E-Learning

November 07 - December 02, 2011	Global Financial Governance Course	United Nations Institute For Training And Research (UNITAR)
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November 21 - December 16, 2011	UNITAR/WTI: Food Security: Can Trade And Investment Improve It?	United Nations Institute For Training And Research (UNITAR)
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Engineering

November 07 - 11, 2011	Building Services Maintenance Workshop	Industrial Training Fund
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November 07 - 25, 2011	PDMS Training	Lonadek Training
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November 08 - 10, 2011	Lighting	Association Of Consulting Engineers Nigeria
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November 21 - December 02, 2011	Society Of Piping Engineers & Designers (SPED)	Lonadek Training
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November 22 - 24, 2011	Detailed Design Of Small/Medium Size Dams	Association Of Consulting Engineers Nigeria
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November 27 - December 02, 2011	AutoCAD 2d Deliverables For Oil & Gas Facilities	Lonadek Training
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Entrepreneurship And Business Development

November 02 - 03, 2011	Managing Time Profitably	Business Improvement Experts
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November 07 - 12, 2011	Master Of Business Administration (MBA) In Entrepreneurship	Payline Resources Limited (In Collaboration With) ITTL Doctoral Research Centre & University
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November 14 - 18, 2011	Executive Management Development Programme: Creating Value Through Original Thinking, Innovation And Excellence - Manchester Business School, UK	Lonadek Training
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November 15 - 17, 2011	Business Negotiation And Persuasion Skills	I-Skill Knowledge Management
November 15 - 18, 2011	Business Modeling Process Masterclass	The Institute Of Business Development
November 21 - 25, 2011	Entrepreneurship Management Training (SME 01)	JK Consulting Company Limited
November 21 - 25, 2011	Tourism Development Course (BEMP 620/BMR 615) - Second Run	Administrative Staff College Of Nigeria (ASCON)
November 22 - 23, 2011	How To Write A Business Plan	I-Skill Knowledge Management
November 23 - 25, 2011	Bid/Tender Packaging	I-Skill Knowledge Management
November 26, 2011	GTP Training (Entrepreneurship)	MICH Consulting Limited

Executive Education

November 21 - December 02, 2011	Enhanced Performance And Strategic Management	GTC Training International
November 03 - 12, 2011	Jeff & O'Brien Business School Masterclass: Covering - Project Economics & Business Profitability Analysis, Financial Modelling & Business Forecasting/Planning, Emerging Leaders Programme	Jeff & O'Brien Training International
November 05, 12, 19, 26, 2011	PMP Executive Training	MICH Consulting Limited
November 19 - December 03, 2011	Integrated Executive Leadership Programme & Performance Management (2nd Run)	Phillips Consulting
November 19 - December 03, 2011	Integrated Executive Leadership Programme & Performance Management (2nd Run)	Phillips Consulting
November 19, 2011	A - One Day Executive Conversion Training	Chartered Association Of Business Administrators (CABA) - Canada & The Institute Of Financial Consultants (IFC) - USA/Canada
November 21 - 25, 2011	Board Chairmen, Chief Executives, Directors & Board Secretaries Programme	The Management School London & BEEC International, Ghana
November 28 - December 02, 2011	Developing Executive Management Capacity	Rech Management Centre

Finance And Accounting

November 01 - 03, 2011	Power Excel, Financial Modelling And Forecasting	Deeno Consulting
November 01 - 04, 2011	Value For Money Audit (FAC 09)	JK Consulting Company Limited
November 02 - 04, 2011	Advanced Credit Analysis	I-Skill Knowledge Management
November 02 - 04, 2011	Finance For Non-Finance Officers	MICH Consulting Limited
November 05, 2011	Fraud Prevention And Deterrence - Weekend Batch	Analytics Secure Associates
November 06 - 17, 2011	Money, Capital And Repo Market - Prospects For Emerging Economies	Global Analytics Consulting
November 07 - 08, 2011	Corporate Finance Theory And Practice	Rech Management Centre
November 07 - 09, 2011	International Public Sector Accounting Standards (IPSAS)	Deeno Consulting
November 07 - 10, 2011	Ifrs For Communications Sector	Analytics Secure Associates
November 07 - 11, 2011	Internal Audit And Compliance Management	Nigerian Institute Of Management (Chartered)
November 07 - 11, 2011	Internal Audit And Compliance Management	Nigerian Institute Of Management (Chartered)
November 07 - 11, 2011	Internal Auditor Training	JK Michaels Consulting
November 07 - 13, 2011	Analyzing IFRS Financial Statements	AIS Research And Development Limited
November 07 - 13, 2011	Developing IFRS Implementation Strategy	AIS Research And Development Limited
November 07 - 18, 2011	Fraud Detection In Government Accounting	GTC Training International
November 07 - 18, 2011	Financial Statement Analysis For Emerging Economies	Global Analytics Consulting
November 07 - 18, 2011	Privatization In Public Private Partnerships	GTC Training International
November 07 - 18, 2011	Effective Finance In Projects	GTC Training International
November 07 - 18, 2011	Modernizing The Internal Audit Function	GTC Training International
November 08 - 10, 2011	Valuation Of Mining Companies	Euromoney Training Emea Africa
November 09 - 11, 2011	Finance And Accounting For Non-Finance Managers	The Institute Of Business Development
November 09 - 11, 2011	Performance Based Auditing & Project Evaluation	GTC Training International
November 12, 2011	Financial Transactions	Analytics Secure Associates

November 13 - 24, 2011	Global Innovation In Export Management	Global Analytics Consulting
November 13 - 24, 2011	Financial Derivatives And Structured Finance For Emerging Economies	Global Analytics Consulting
November 14 - 16, 2011	Strategic Cost Management	Nigerian Institute Of Management (Chartered)
November 14 - 16, 2011	Strategic Cost Management	Nigerian Institute Of Management (Chartered)
November 14 - 16, 2011	Fraud Detection And Control	Rech Management Centre
November 14 - 18, 2011	Internal Audit And Compliance Management	Nigerian Institute Of Management (Chartered)
November 14 - 18, 2011	Effective Management Of E-Payment Systems	Nigerian Institute Of Management (Chartered)
November 14 - 18, 2011	Internal Audit And Compliance Management	Nigerian Institute Of Management (Chartered)
November 14 - 18, 2011	Effective Management Of E-Payment Systems	Nigerian Institute Of Management (Chartered)
November 14 - 18, 2011	Pension Fund Management And Administration Workshop	Centre For Management Development (CMD)
November 14 - 18, 2011	CFO Masterclass	Jeff & O'Brien Training International
November 14 - 18, 2011	Intensive Workshop On IFRS	Stransact Partners
November 14 - 18, 2011	IFRS For Oil & Gas Sector	Analytics Secure Associates
November 14 - 25, 2011	Accounting For Non Accountants	Global Analytics Consulting
November 14 - 25, 2011	Financial Modeling And Forecasting Technique Using Excel	Global Analytics Consulting
November 14 - 25, 2011	Financial Analysis, Treasury Management And Accounting Standards	Global Analytics Consulting
November 14 -18, 2011	Finance For Women	GTC Training International
November 15 - , 2011	Risk Based Auditing	Financial Institutions Training Centre
November 15 - 18, 2011	Advance Private Equity & Valuation Workshop	Euromoney Training Emea Africa
November 18 - 25, 2011	Enhancing The Skill And Competencies Of Accounting Officers	Nigerian Institute Of Management (Chartered)

November 18 - 25, 2011	Enhancing The Skill And Competencies Of Accounting Officers	Nigerian Institute Of Management (Chartered)
November 19, 2011	Fraud Investigations	Analytics Secure Associates
November 21 - 23, 2011	Anti-Money Laundering Course	FITC Training Consulting Research
November 21 - 24, 2011	IFRS- For Quoted Companies And Those With Fiduciary Responsibility	Deeno Consulting
November 21 - 24, 2011	IFRS For Banks, Insurance & Financial Institutions	Analytics Secure Associates
November 21 - 25, 2011	Overcoming The Challenges Of Budgeting And Budgetary Controls	Nigerian Institute Of Management (Chartered)
November 21 - 25, 2011	Overcoming The Challenges Of Budgeting And Budgetary Controls	Nigerian Institute Of Management (Chartered)
November 21 - 25, 2011	Credit Analysis And Management	Lagos Business School
November 21 - 25, 2011	Financial Modeling & Forecasting Techniques	IBFC Augusto Training Limited
November 21 - 27, 2011	IFRS Certification Programme	AIS Research And Development Limited
November 21 - December 02, 2011	Modernizing The Internal Audit Function	GTC Training International
November 21, 2011	Fraud Prevention And Deterrence - Weekday Batch	Analytics Secure Associates
November 22 - 23, 2011	Financial Transactions	Analytics Secure Associates
November 22, 2011	Energy Project Finance: Oil, Gas & Power	Euromoney Training Emea Africa
November 23 - 23, 2011	Basic Credit Analysis	I-Skill Knowledge Management
November 24, 2011	Fraud Investigations	Analytics Secure Associates
November 25, 2011	Law Relating To Fraud	Analytics Secure Associates
November 26, 2011	Law Relating To Fraud	Analytics Secure Associates
November 28 - 30, 2011	IFRS For Audit Committees, Auditors & Regulators	Analytics Secure Associates
November 28 - December 02, 2011	Treasury Management Workshop (BEMP 624/BMR 609) - Second Run	Administrative Staff College Of Nigeria (ASCON)
November 28 - December 02, 2011	Asset Liability Management: Tools And Techniques	Rech Management Centre
November 29 - 30, 2011	Implementation Of International Financial Reporting Standard	H. Pierson

November 29 - December 02, 2011	Derivatives School	Euromoney Training Emea Africa
November 29 - December 02, 2011	Structured Trade And Commodity Finance	Euromoney Training Emea Africa
November 29 - December 02, 2011	Finance And Accounting For Non- Finance Professionals	Phillips Consulting
November 30 - December 02, 2011	Internal Control And Audit	I-Skill Knowledge Management

General Management

November 01 - 03, 2011	Middle-Level Management Workshop	Industrial Training Fund
November 01 - 03, 2011	Advanced Supervisory Skills	I-Skill Knowledge Management
November 05 - 18, 2011	Advanced Management Course (MSP 700/HRR 608) - First Run	Administrative Staff College Of Nigeria (ASCON)
November 07 - 11, 2011	Work Ethics And Attitudinal Change For Improved Productivity	Nigerian Institute Of Management (Chartered)
November 07 - 11, 2011	Managing In A Globalised Business Environment	Nigerian Institute Of Management (Chartered)
November 07 - 11, 2011	Mandatory Continuing Professional Development (MCPD) Programme (Members Only)	The Nigerian Institute Of Professional Secretaries
November 07 - 11, 2011	Workshop On Emergency Management And Relief Operations (Pap 614/ Par 600) -Second Run	Administrative Staff College Of Nigeria (ASCON)
November 07 - 11, 2011	Advanced Management Course	Business Education Examinations Council (BEEC)
November 07 - 11, 2011	Management Appreciation Course (Follow-Up) For Secretaries	Business Education Examinations Council (BEEC)
November 07 - 11, 2011	General Supervisory Management Workshop	Centre For Management Development (CMD)
November 07 - 11, 2011	Leading And Managing Virtual And Remote Teams	Rech Management Centre
November 09 - 10, 2011	Advanced Management Skills	Phillips Consulting
November 14 - 18, 2011	Industrial Relations Workshop	Centre For Management Development (CMD)
November 21 - 25, 2011	Work Ethics And Organizational Productivity Workshop	African Business School (ABS)

November 21 - 25, 2011	Workshop On Value Re-Orientations For Public And Private Sector Managers	Centre For Management Development (CMD)
November 28 - 29, 2011	Change Management: Strategies And Implementation	Rosequeen Consulting

Corporate Governance

November 07 - 11, 2011	Ethics, Accountability, Transparency And Anti-Corruption Approaches To Good Governance (GGC 09)	JK Consulting Company Limited
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Health/Hse

November 02 - 04, 2011	Advanced HSE (Level 3) Training	Industrial Safety Training Centre
November 02, 2011	Level 2 Award In Health And Safety In The Work Place -Certified By CIEH,UK	Safetyplus
November 07 - 11, 2011	Industrial Safety Management	Nigerian Institute Of Management (Chartered)
November 07 - 11, 2011	Health, Safety And Environmental Management	Nigerian Institute Of Management (Chartered)
November 08 - 10, 2011	Advanced HSE (Level 3) Training	Industrial Safety Training Centre
November 09, 2011	Level 2 Award In Principles Of Risk Assessment -Certified By CIEH,UK	Safetyplus
November 10, 2011	Level 2 Award In Cleaning In Food Safety -Certified By CIEH,UK	Safetyplus
November 12, 19, 26, December 03, 10, 2011	Level 2 Award In Food Safety - Certified By CIEH,UK	Safetyplus
November 14 - 18, 2011	Health, Safety And Environmental Management	Nigerian Institute Of Management (Chartered)
November 15 - 16, 2011	Level 2 Award In Fire Safety Principles -Certified By CIEH,UK & Fire Fighting (Two Certificates)	Safetyplus
November 18, 2011	First Aid And CPR	Safetyplus
November 22 - 24, 2011	Defensive Driving Skills Course	Industrial Training Fund
November 28 - 30, 2011	Level 3 Award In HACCP Certified By CIEH,UK	Safetyplus

Human Resource Management

November 01 - 02, 2011	Train The Trainer	Rech Management Centre
November 02 - 04, 2011	Strategic Talent Management	Jk Michaels Consulting
November 02 - 04, 2011	Advanced Human Resource Management Workshop	Industrial Training Fund
November 05 - 18, 2011	Advanced Human Resource Management (HRR 613) - Second Run	Administrative Staff College Of Nigeria (ASCON)
November 07 - 11, 2011	Managing The Training And Development Function - Training The Trainer (Tot)	Nigerian Institute Of Management (Chartered)
November 07 - 11, 2011	Managerial Communication And Business Writing Skills	Nigerian Institute Of Management (Chartered)
November 07 - 11, 2011	Managing The Training And Development Function - Training The Trainer (Tot)	Nigerian Institute Of Management (Chartered)
November 07 - 11, 2011	Managerial Communication And Business Writing Skills	Nigerian Institute Of Management (Chartered)
November 07 - 11, 2011	Effective Human Resources Management Course	Business Education Examinations Council (BEEC)
November 07 - 11, 2011	Strategic Hr Management	Phillips Consulting
November 07 - 11, 2011	Advanced Trainers Workshop	Nigerian Institute For Training And Development (NITAD)
November 07 - 18, 2011	Encouraging Staff Performance And Building Reward Systems	GTC Training International
November 08 - 10, 2011	Creating And Sustaining Superior Performance In Team Leaders And Departmental Heads	I-Skill Knowledge Management
November 08 - 10, 2011	Wages And Salary Administration	I-Skill Knowledge Management
November 09 - 10, 2011	Knowledge Management: A Key To The Future Of Business Performance (MCPE)	Chartered Institute Of Personnel Management Of Nigeria (CIPM)
November 09 - 11, 2011	Career Development & Succession Planning	Tom Associates Training
November 09 - 11, 2011	HRM Skills And Knowledge Management	Rech Management Centre
November 09 - 11, 2011	Competency Management And Resource Building	GTC Training International

November 14 - 18, 2011	Manpower Planning And Utilization In A Computerized Environment	Nigerian Institute Of Management (Chartered)
November 14 - 18, 2011	Mastering Human Resource Management	Nigerian Institute Of Management (Chartered)
November 14 - 18, 2011	Manpower Planning And Utilization In A Computerized Environment	Nigerian Institute Of Management (Chartered)
November 14 - 18, 2011	Mastering Human Resource Management	Nigerian Institute Of Management (Chartered)
November 14 - 18, 2011	Training Needs Identification & Analysis	Supreme Management Training & Consultancy Ltd
November 14 - 18, 2011	Human Resources Principles And Best Practices	GTC Training International
November 14 - 25, 2011	Personal Effectiveness And Total Quality Control For Superior Organisational Performance	Global Analytics Consulting
November 15 - 17, 2011	Getting The Best Out Of People: Building The Team	Phillips Consulting
November 15 - 17, 2011	Recruitment And Selection	Rech Management Centre
November 15 - 18, 2011	Strategic Hr Management	Phillips Consulting
November 18 - 20, 2011	Professional Postgraduate Diploma Programme (November Diet)	Nigerian Institute For Training And Development (NITAD)
November 21 - 23, 2011	Motivation Of Organizational Human Resources Towards Achieving Set Goals And Objectives	Chartered Institute Of Administration
November 21 - 25, 2011	Improving Service Delivery In Public Sector Organisations	Nigerian Institute Of Management (Chartered)
November 21 - 25, 2011	Recruitment And Selection Skills	GTC Training International
November 21 - 25, 2011	Managing Employee Performance	Nigerian Institute Of Management (Chartered)
November 21 - 25, 2011	International Human Resource Management Master Class	The Management School London & BEEC International, Ghana
November 22 - 23, 2011	Human Resources For Non Human Resources Manager	Rech Management Centre
November 22 - 24, 2011	Issues In Compensation Management	Financial Institutions Training Centre

November 22 - 25, 2011	Certificate In Job Management (2 In 1 Programme) - Job Analysis, Job Description, Job Evaluation & Grade Structures	Workforce Management Centre
November 23 - 24, 2011	Customer Relationship Management: Structure, Service, People (MCPE)	Chartered Institute Of Personnel Management Of Nigeria (CIPM)
November 23 - 25, 2011	Basic Human Resources Management	Tom Associates Training
November 24 - 25, 2011	Improving People & Team Effectiveness (Certification)	Kendor Consulting Ltd
November 24 - 25, 2011	Productivity Improvement	Rosequeen Consulting
November 24 - 25, 2011	Team Building: Developing A High Performance Team	JK Michaels Consulting
November 24 - 25, 2011	MPTS (3rd Diet)	Nigerian Institute For Training And Development (NITAD)
November 28 - 30, 2011	Human Resources And Payroll Administration	Rech Management Centre

Information And Communication Technology

November 01 - 03, 2011	Introduction To Internet And Search Engines	I-Skill Knowledge Management
November 01 - 03, 2011	Electronic Records Management	GTC Training International
November 01 - 03, 2011	Advanced Archives & Records Management	GTC Training International
November 05 - 18, 2011	Database Management Course (CIPM 602/CTR 602) - Second Run	Administrative Staff College Of Nigeria (ASCON)
November 05, 12, 19, 26, December 03, 2011	CCNA Training	MICH Consulting Limited
November 05, 2011	GTP Training (Digital Inclusion)	MICH Consulting Limited
November 07 - 11, 2011	E-Business Design And Implementation (BOOTCAMP)	Phillips Consulting
November 07 - 12, 2011	Windows Operating System – MCITP	I-Skill Knowledge Management
November 07 - 12, 2011	CISA Boot Camp	MICH Consulting Limited
November 07 - 18, 2011	Advanced ICT Application Workshop For Secretaries/Personal Assistants (Using Ms-Word, Page-Maker And Corel Draw)	Centre For Management Development (CMD)
November 09 - 11, 2011	ITII It Service Management V3 Foundation	Phillips Consulting

November 14 - 18, 2011	Data Processing & Analysis Using SPSS/PC+ Course (CIMP 603/CTR 603) Second Run	Administrative Staff College Of Nigeria (ASCON)
November 14 - 18, 2011	Workshop On Records And Office Security Management (CIMP 614/CTR 622) - Second Run	Administrative Staff College Of Nigeria (ASCON)
November 14 - 18, 2011	It Governance Certification (CGEIT)	Phillips Consulting
November 14 - 18, 2011	Computer Hacking Forensic Investigator (CHFI) Computer Application Workshop For Librarians, Archivists, Information Professionals And Educationists (Using Library Automation Systems With Internet Services)	Phillips Consulting
November 14 - 18, 2011	Info Tech Workshop For Librarians And Information Professionals	Centre For Management Development (CMD)
November 21 - 25, 2011	Workshop On Computer Application To Secretarial Functions (CIMP 619/CTR 619) Third Run	Nigerian Institute Of Management (Chartered)
November 21 - 25, 2011	Computer Aided Design: (AUTOCARD) (CIMP 620/CTR 620) Third Run	Administrative Staff College Of Nigeria (ASCON)
November 21 - 25, 2011	Computer Appreciation For Senior Managers (CIMP 621/CTR 621) Third Run	Administrative Staff College Of Nigeria (ASCON)
November 21 - 25, 2011	Computer-Based Office Management Skills Development Programme For Personal Assistants And Secretaries (2nd Run) Arm 105	Agricultural & Rural Management Training Institute (ARMTI)
November 21 - December 02, 2011	Desktop Publishing Course (CIMP 608/CTR 608) Second Run	Administrative Staff College Of Nigeria (ASCON)
November 21 - December 02, 2011	Records And Information Management	GTC Training International
November 22 - 23, 2011	Assured Records Management (ARM)	RIMA Foundation
November 22 - 24, 2011	Computer Appreciation	I-Skill Knowledge Management
November 22 - 24, 2011	Advanced Records Management	GTC Training International
November 22 - 25, 2011	System Contingency Planning & Disaster Recovery Strategies	Financial Institutions Training Centre
November 29 - December 01, 2011	Records Management	GTC Training International

Leadership And Self Development

November 03 - 04, 2011	Personal Effectiveness	Poise Nigeria Limited
November 05 - December 03, 2011	Poise Finishing Academy	Poise Nigeria Limited
November 07 - 08, 2011	Emotional Intelligence	JK Michaels Consulting
November 07 - 11, 2011	Inspirational Leadership & Successful Team Building	The London Academy Business School
November 07 - 18, 2011	Leadership And Change	GTC Training International
November 09 - 11, 2011	Situational Leadership Programme (Leadership Competencies Development Training)	Tom Associates Training
November 10 - 11, 2011	Critical Thinking, Creativity And Innovation	I-Skill Knowledge Management
November 12, 2011	GTP Training (Personal Effectiveness)	MICH Consulting Limited
November 14 - 18, 2011	Executive Management Development Programme (EMDP)	Lonadek Training
November 16 - 18, 2011	Pre-Retirement Course: Managing A New Beginning	Tom Associates Training
November 17 - 18, 2011	Personal Effectiveness	Kendor Consulting Ltd
November 21 - 25, 2011	Effective Time Management	Nigerian Institute Of Management (Chartered)
November 21 - 25, 2011	Effective Time Management	Nigerian Institute Of Management (Chartered)
November 21 - 25, 2011	Executive Team Leadership	Lagos Business School
November 21 - 25, 2011	Institute Of Leadership & Management Institute Of Leadership And Management Course: Strategic Leadership And Management For Business Productivity - Devenport House, London, UK	Lonadek Training
November 21 - 25, 2011	Effective Management Of Time	Tom Associates Training
November 28 - 29, 2011	Leadership And Change	GTC Training International
November 28 - December 02, 2011	Leadership And Change	GTC Training International
November 29 - 30, 2011	Effective Business Writing Skills	Phillips Consulting

Legal/Legislative

November 07 - 18, 2011	Courtroom Skills	GTC Training International
November 07 - 11, 2011	Training Course On The ECOWAS Community Court Of Justice	JK Michaels Consulting
November 10 - 12, 2011	CIARB 7th Entry Course	The Chartered Institute Of Arbitrators, Nigeria
November 14 - 25, 2011	International Human Rights Training Programme	JK Michaels Consulting
November 28 - December 02, 2011	Workshop On Conflict Management And Peace-Building (LGLP 650/GSR 650) - Second Run	Administrative Staff College Of Nigeria (ASCON)
November 28 - December 09, 2011	Evidence Gathering And Interviewing Skills	GTC Training International

Logistics & Supply Chain Management

November 01 - 05, 2011	Materials And Inventory Management	Nigerian Institute Of Management (Chartered)
November 05 - 07, 2011	Logistics & Supply Chain Management	JK Michaels Consulting
November 07 - 18, 2011	Generating Value From Procurement	GTC Training International
November 09 - 11, 2011	Mandatory Proficiency Programme In Supply Chain Management - Supply Chain Management, Holistic Approach To Supply Chain In The 21st Century	Chartered Institute Of Purchasing And Supply Management (CIPSMN) Of Nigeria
November 14 - 18, 2011	Logistics And Supply Chain Management	Nigerian Institute Of Management (Chartered)
November 14 - 19, 2011	Supply Chain Management Training	Lonadek Training
November 15 - 18, 2011	Global Best Practices In Managing The Procurement Function	I-Skill Knowledge Management
November 21- 25, 2011	Workshop On Tendering And Contract Management (EFMP 617/EFR 617)	Administrative Staff College Of Nigeria (ASCON)

Management Consultancy

November 07, 2011	Managing Consultancy Assignments Workshop	Centre For Management Development (CMD)
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Marketing And Sales Management

November 01 - 05, 2011	Winning Marketing Skills And Techniques	Nigerian Institute Of Management (Chartered)
November 01 - 05, 2011	Strategic Marketing For Competitive Advantage	Nigerian Institute Of Management (Chartered)
November 02 - 04, 2011	Key Account And Client Management	Rech Management Centre
November 07 - 11, 2011	Effective Marketing & Sales Management Course	Business Education Examinations Council (BEEC)
November 08 - 10, 2011	Service Marketing	JK Michaels Consulting
November 08 - 10, 2011	Developing And Implementing Marketing Plan	Rech Management Centre
November 08 - 10, 2011	Brand Development And Management	I-Skill Knowledge Management
November 09 - 11, 2011	Customer Relationship Management	IBFCAGUSTO Training Limited
November 10 - 11, 2011	Customer Relationship Management	National Institute Of Marketing Of Nigeria
November 10- 11 , 2011	Essentials Of Effective Negotiation	MICH Consulting Limited
November 14 - 16, 2011	Customer Relationship Management	Phillips Consulting
November 14 - 18, 2011	Modern Sales Management	Nigerian Institute Of Management (Chartered)
November 16 - 18, 2011	Marketing Communications In A New World	Rech Management Centre
November 16- 18 , 2011	Advanced Selling Skills	Tom Associates Training
November 18, 2011	Continuous Executive Development Programme (CEDEP): The Challenges Of Marketing In A Recessed Economy	National Institute Of Marketing Of Nigeria
November 21 - 25, 2011	Relationship Marketing Management	Nigerian Institute Of Management (Chartered)
November 22 - 23, 2011	Etiquette-Driven Customer Service	Poise Nigeria Limited
November 23 - 25, 2011	How To Succeed As A Product Manager	Tom Associates Training

November 23 - 25, 2011	Relationship Management And Marketing	Tom Associates Training
November 23 - 25, 2011	Essential Selling And Marketing Skills	I-Skill Knowledge Management
November 24 - 25, 2011	Sales Territory Planning & Management	National Institute Of Marketing Of Nigeria
November 24 - 25, 2011	Lease Pricing, Structuring And Marketing Techniques	Equipment Leasing Association Of Nigeria
November 28 - December 02, 2011	Aligning Marketing Capabilities To Business Performance	Nigerian Institute Of Management (Chartered)
November 28 - December 02, 2011	Techniques Of Persuasive Selling (Tops)	Nigerian Institute Of Management (Chartered)
November 29 - December 01, 2011	Measuring And Managing Marketing Performance	Rech Management Centre
November 29 - December 02, 2011	Managerial Leadership In Sales And Marketing	Lagos Business School
November 29 - December 11, 2011	Designing And Bringing New Products Into The Market	I-Skill Knowledge Management
November 30, 2011	Essential Sales Skills Training (Intensive)	CIR Africa Limited

Media And Communication

November 02 - 04, 2011	Communication And Presentation Skills	I-Skill Knowledge Management
November 07 - 11, 2011	Presentation Skills Development	Supreme Management Training & Consultancy Ltd
November 07 - 11, 2011	Effective Public Relations Course	Business Education Examinations Council (BEEC)
November 07 - 11, 2011	Public Relations Appreciation Course	Business Education Examinations Council (BEEC)
November 07 - 11, 2011	Information Management & Media Efficiency Workshop	African Business School (ABS)
November 07 - 11, 2011	Report And Speech Writing Workshop	Centre For Management Development (CMD)
November 07 - 18, 2011	Poise Diction Class	Poise Nigeria Limited
November 07 - 18, 2011	Specialized Report Writing And Presentation Workshop	Centre For Management Development (CMD)
November 07 - 18, 2011	PR: Planning And Management	GTC Training International
November 10 - 11, 2011	Emotional Intelligence In Business	Poise Nigeria Limited
November 14 - 18, 2011	Creative Presentation And Public Speaking	SMC - Pan African University

November 14 - 25, 2011	PR: Planning And Management	GTC Training International
November 15 - 17, 2011	Business Negotiation And Persuasion Skills	I-Skill Knowledge Management
November 17 - 18, 2011	Making Impactful Presentations	Poise Nigeria Limited
November 21 - 25, 2011	Public Relations And Inter-Personal Skills	Nigerian Institute Of Management (Chartered)
November 21 - 25, 2011	Public Relations And Inter-Personal Skills	Nigerian Institute Of Management (Chartered)
November 21 - 25, 2011	Public Relations And Press Management	Rech Management Centre
November 23 - 25, 2011	Team Briefing And Communication Skills	Rech Management Centre
November 26 - 30, 2011	Public Relations And Inter-Personal Skills	Nigerian Institute Of Management (Chartered)
November 26 - 30, 2011	Public Relations And Inter-Personal Skills	Nigerian Institute Of Management (Chartered)
November 28 - December 09, 2011	Corporate PR Strategies	GTC Training International

Oil And Gas

November 02 - 03, 2011	Health, Safety & Environmental Management	Lonadek Training
November 14 - 19, 2011	Oil Well Drilling Operations	Bullmate Limited
November 21 - 25, 2011	Document Control & Management	Lonadek Training
November 21 - 26, 2011	Oil Well Drilling Operations	Bullmate Limited
November 22 - 24, 2011	Fundamentals Of The Oil And Gas Industry	H. Pierson
November 22- 24 , 2011	Breaking Into Oil' Leading To The Certificate Award In HSE Mgt Principles & Application In Oil & Gas Plus An International Level Two HSE Award Certificate-From CIEH ,UK	Safetyplus
November 27 - December 02, 2011	Issuance Of Quality AUTOCAD 2d Deliverables	Lonadek Training
November 28 - December 02, 2011	International Association Of Drilling Contractors(IADC) Rigg Pass	Bullmate Limited

Operations Management

November 01 - 02, 2011	Lean Process Improvement (PDU - 12)	JK Michaels Consulting
November 07 - 11, 2011	Effective Policy Formulation And Implementation	Rech Management Centre
November 08 - 10, 2011	Building A Customer Focused Management	GTC Training International
November 10 - 11, 2011	Manufacturing Documentation, Compliance And Practice	Tom Associates Training
November 14 - 18, 2011	Monitoring And Evaluating Best Practice	Nigerian Institute Of Management (Chartered)
November 14 - 18, 2011	Maintenance Management Best Practice	Nigerian Institute Of Management (Chartered)
November 14 - 20, 2011	Making And Implementing Anti Fraud & Transparency Policies	GTC Training International
November 15 - 17, 2011	Six Sigma Green Belt	JK Michaels Consulting
November 15 - 17, 2011	Quality Management Skills	Rech Management Centre
November 16 - 18, 2011	Total Quality Management	I-Skill Knowledge Management
November 21 - 25, 2011	Monitoring And Evaluating Best Practice	Nigerian Institute Of Management (Chartered)
November 21 - 25, 2011	Total Quality Management	Centre For Management Development (CMD)
November 22 - 24, 2011	Total Quality Management	Phillips Consulting
November 22 - 25, 2011	Business Process Management And Microsoft Visio	JK Michaels Consulting

Project Management

November 01 - 05, 2011	Effective Project Management	Lagos Business School
November 05 - 18, 2011	Project Management Course (EFMP 602/EFR 602)	Administrative Staff College Of Nigeria (ASCON)
November 05, 06, 12, 13, 19, 2011	Project Management Professional (PMP/CAPM) PDU -35	JK Michaels Consulting
November 05, 06, 12, 13, 2011	Project Management Professional (PMP/CAPM) PDU -35	JK Michaels Consulting
November 05, 06, 12, 13, 2011	Project Management Professional (PMP/CAPM) PDU -35	JK Michaels Consulting

November 05, 06, 12, 13, 2011	Project Management Professional (PMP/CAPM) PDU -35	JK Michaels Consulting
November 06 - 17, 2011	Public Private Partnership And Consessioning	Global Analytics Consulting
November 07 - 11, 2011	Project Management Best Practice	Nigerian Institute Of Management (Chartered)
November 08, 2011	Project Management Week Day Schedule	JK Michaels Consulting
November 10 - 19, 2011	General Certification Orientation	MICH Consulting Limited
November 14 - 28, 2011	Project Management	GTC Training International
November 15 - 17, 2011	Project Leadership And Organisational Excellence	JK Michaels Consulting
November 15- 17 , 2011	Prince2 Foundation	JK Michaels Consulting
November 16 - 18, 2011	Project Cost Control & Earned Value Management	JK Michaels Consulting
November 18 - 19, 2011	Prince2 Practitioner	JK Michaels Consulting
November 18, 19, 25, 26, 27, 2011	PMP® Training	Lois Consulting
November 21 - 23, 2011	Project Management Skills For Line Managers	Rech Management Centre
November 21 - 25, 2011	Project Management Professional (PMP) Fast Track	Phillips Consulting

Public Administration

November 21 - 25, 2011	Improving Service Delivery In Public Sector Organisations	Nigerian Institute Of Management (Chartered)
November 01 - 05, 2011	Administrative Principles, Processes And Practices (PAP 603/PAR 603) Third Run	Administrative Staff College Of Nigeria (ASCON)
November 05 - 18, 2011	Advanced Public Enterprises Financial Management Course (BEMP 702) - Second Run	Administrative Staff College Of Nigeria (ASCON)
November 05 - 18, 2011	Advanced Public Enterprises Management Course (BEMP 701/BMR 701) - Second Run	Administrative Staff College Of Nigeria (ASCON)
November 07 - 11, 2011	Effective Leadership And Delegation (Pap 608/Par 611) - Second Run	Administrative Staff College Of Nigeria (ASCON)
November 07 - 11, 2011	Setting Targets And Deciding Strategies For Government Policies & Programmes	JK Michaels Consulting

November 07 - 18, 2011	Policy Analysis And Policy Implementation	GTC Training International
November 14 - 20, 2011	Modernizing The Public Service	GTC Training International
November 14 - 25, 2011	Corporate Governance In The Public Sector	GTC Training International
November 14 - 25, 2011	Hr In The Public Sector	GTC Training International
November 14- 25, 2011	Performance And Accountability In Public Service	GTC Training International
November 21 - 25, 2011	Effective Service Delivery Workshop (PAP 605/PAR 605) - Third Run	Administrative Staff College Of Nigeria (ASCON)
November 21 - 25, 2011	Policy Analysis And Policy Implementation	GTC Training International
November 21 - December 02, 2011	Public Financial Administration	GTC Training International
November 28 - December 02, 2011	Workshop On Managing Outsourced Services In The Public Sector	Centre For Management Development (CMD)
November 28 - December 09, 2011	Setting Standards In The Public Service	GTC Training International

Real Estate Management

November 05, 2011	Facilities Maintenance Management Course (CIPM 605/CTR 605) Second Run	Administrative Staff College Of Nigeria (ASCON)
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Research Methodology/Analytics

November 03, 2011	Basic Analytics Programme	Valuefronteira Training Ltd
November 21, 2011	Problem Analysis And Decision-Making Workshop	Centre For Management Development (CMD)
November 23, 2011	Public Sector Analytics	Valuefronteira Training Ltd

Risk Management

November 02 - 04, 2011	Credit Excellence Master Class	Risk Management Association Of Nigeria - In Collaboration With - Credit Decisions International Limited
November 03- 04 , 2011	Credit Portfolio Management Master Class	H. Pierson

November 09 - 11, 2011	Pert Master Risk Analysis	JK Michaels Consulting
November 14 - 15, 2011	Risk Based Tax Audit	Deeno Consulting
November 15 - 16, 2011	Credit Risk Modeling	H. Pierson
November 21- 24 , 2011	Enterprise Risk Management	Euromoney Training Emea Africa
November 22 - 24, 2011	Risk Assessment And Introduction To Internal Control	Rech Management Centre
November 22- 25 , 2011	Bank Risk Management Including Basel 11, 11.5 & 111	Euromoney Training Emea Africa
November 23 - 25, 2011	Enterprise Risk Management	Phillips Consulting

Security/Crime Prevention

November 05 - 18, 2011	Organisational Security Management Course (LGLP 604/GSR 603) - Second Run	Administrative Staff College Of Nigeria (ASCON)
November 07 - 16, 2011	Risk Management And Effective Security Design	Nigeria Institute For Industrial Security
November 07 - 16, 2011	Certified Security Specialist Program For Executives	Nigeria Institute For Industrial Security

Strategic Management

November 07 - 09, 2011	Performance Management For Public Sector	Rosequeen Consulting
November 13 - 24, 2011	Strategic Planning And Management Of Organisational Changes	Global Analytics Consulting
November 21 - 25, 2011	Strategic Planning & Management	IBFCAGUSTO Training Limited
November 21- 25 , 2011	Strategic Management Seminar (BEMP 609/BMR 604) - Second Run	Administrative Staff College Of Nigeria (ASCON)
November 22 - 25, 2011	Strategic Management	Phillips Consulting
November 28 - December 02, 2011	Strategic Thinking, Planning And Innovation	I-Skill Knowledge Management