



## Third Quarter 2023 Conferences, Seminars and Training Guide


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Date	Course Title	Training Provider
<b>Engineering and Technical Skills</b>		
2023-09-25 - 2023-09-29	Workshop on Chiller Plant: Start-Up, Operations, Maintenance and Troubleshooting	 Human Capital Associates Global Consult Ltd
2023-09-25 - 2023-09-28	Forklifts and Crane Operations, Maintenance and Safety	 Avant Garde Resources Centre
2023-09-25 - 2023-09-29	Workshop on Construction Project Portfolio Management	 Human Capital Associates Global Consult Ltd
<i>To view more courses in this category, <a href="#">click here</a></i>		
<b>International Training</b>		
2023-09-25 - 2023-09-29	Workshop on Chiller Plant: Start-Up, Operations, Maintenance and Troubleshooting	 Human Capital Associates Global Consult Ltd
2023-09-25 - 2023-10-06	Financial Management, Budgeting and Auditing of Donor Funded Projects Course	 Upskill Development Institute
2023-09-25 - 2023-09-29	Workshop on Essential Soft Skills for Healthcare Managers	 Human Capital Associates Global Consult Ltd
2023-09-25 - 2023-09-29	Workshop on Advanced Corporate Legal Advisers and Company Secretaries Course	 Human Capital Associates Global Consult Ltd
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<b>Accounting</b>		
2023-09-25 - 2023-09-29	Treasury and Working Capital Management Training	 Capacity for Africa
2023-09-25 - 2023-09-29	Workshop on Business Reports and Dashboard Using Excel	 Human Capital Associates Global Consult Ltd
<i>To view more courses in this category, <a href="#">click here</a></i>		
<b>Banking and Finance</b>		
2023-09-25 - 2023-09-29	Treasury and Working Capital Management Training	 Capacity for Africa

2023-09-25 - 2023-09-29	Tax Management for Organizations Course	 Timeline Global Link Consulting
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### Administrative and Secretarial

2023-09-25 - 2023-09-29	Excellent Front Desk and Office Management Skills	 Learnway Africa
2023-09-25 - 2023-09-29	Office Management and Administration: Delivering Best Practices	 Learnway Africa
2023-09-25 - 2023-10-06	Effective Secretarial, Administrative and Office Management Training	 Capacity for Africa
2023-09-28 - 2023-09-29	Executive Administrative and Personal Assistant (EAPA)	 Allied Educational Resources Ltd.


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### Customer Service and Support

2023-09-25 - 2023-09-29	Excellent Front Desk and Office Management Skills	 Learnway Africa
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### Information and Communications Technology

2023-09-25 - 2023-09-29	Workshop on Business Reports and Dashboard Using Excel	 Human Capital Associates Global Consult Ltd
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### General Management

2023-09-25 - 2023-09-27	Pension Fund Management and Administration	 Core Trainers
2023-09-25 - 2023-09-29	Transparency and Effective Public Sector Administration Course	 GTC



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### Pre-Retirement and New Beginnings

2023-09-25 - 2023-09-27	Pension Fund Management and Administration	 Core Trainers
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### E-Learning

2023-09-25 - 2023-10-06	Effective Secretarial, Administrative and Office Management Training	 Capacity for Africa
2023-09-25 - 2023-09-29	HR Metrics and Analytics Training	 Capacity for Africa

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## Human Resource Management

2023-09-25 - 2023-09-29

HR Metrics and Analytics Training



Capacity for Africa

2023-09-26 - 2023-09-28

Effective Employee Engagement and Motivation Course



McTimothy Associates Consulting LLC

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## Public Sector and PPP

2023-09-25 - 2023-09-29

Transparency and Effective Public Sector Administration Course



GTC

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## Logistics and Supply Chain Management

2023-09-25 - 2023-09-28

Certified Procurement Professional



Fontini Consulting Ltd

2023-09-25 - 2023-09-28

Forklifts and Crane Operations, Maintenance and Safety



Avant Garde Resources Centre

2023-09-26 - 2023-09-27

Logistics and Supply Chain Management Course



Allied Educational Resources Ltd.

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## NGOs and Donor Funded Projects

2023-09-25 - 2023-10-06

Financial Management, Budgeting and Auditing of Donor Funded Projects Course



Upskill Development Institute

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## Project Management

2023-09-25 - 2023-10-06

Financial Management, Budgeting and Auditing of Donor Funded Projects Course



Upskill Development Institute

2023-09-25 - 2023-09-29

Workshop on Construction Project Portfolio Management



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## Health, Safety and Environment (HSE)

2023-09-25 - 2023-09-29

Workshop on Essential Soft Skills for Healthcare Managers



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## Leadership

2023-09-25 - 2023-09-29

Workshop on Essential Soft Skills for Healthcare Managers



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## Legal and Legislative

2023-09-25 - 2023-09-29

Workshop on Advanced Corporate Legal  
Advisers and Company Secretaries Course



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