














Fourth Quarter 2021 Conferences, Seminars and Training Guide

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Please click on your preferred course for more information

Date	Course Title	Training Provider
Internal Audit and Fraud		
2021-12-02 - 2021-12-03	Virtual Training on Monitoring and Control of Expenditure Courses	 Tom Associates Training
2021-12-07 - 2021-12-10	Risk Management - Internal Control and Fraud Prevention Course	 Francis Consulting
2021-12-07 - 2021-12-10	Mastering Internal Controls Course: Operations, Financial, Management	 Tom Associates Training
To view more courses in this category, click here		
Risk Management		
2021-12-06 - 2021-12-10	Advanced Operational Risk Management Course	 Fontini Consulting Ltd
2021-12-06 - 2021-12-10	Operational Risk Management - A Practical Approach course	 Timeline Global Link Consulting
2021-12-07 - 2021-12-10	Risk Management - Internal Control and Fraud Prevention Course	 Francis Consulting
To view more courses in this category, click here		
Finance and Accounting		
2021-12-02 - 2021-12-03	Inventory Accounting Course	 Tom Associates Training
2021-12-02 - 2021-12-03	Virtual Training on Monitoring and Control of Expenditure Courses	 Tom Associates Training
2021-12-06 - 2021-12-10	Financial Accounting Impact of COVID-19: An In-depth Look at IFRS	 Fontini Consulting Ltd
2021-12-06 - 2021-12-10	Virtual Training on Advanced Excel Simplified for Financial Analysis Course	 Tom Associates Training
2021-12-07 - 2021-12-10	Effective Management of Bank Account Reconciliation and Account Receivable/Payable Course	 Newways Consulting





E-Learning














2021-12-02 - 2021-12-03	Understanding Business Models Course: Innovations to Deliver Strategic Goals	 Tom Associates Training
2021-12-02 - 2021-12-03	How to Create Positive Customer Experience Training: Service as an Art and a Science	 Tom Associates Training
2021-12-02 - 2021-12-03	Virtual Training on Monitoring and Control of Expenditure Courses	 Tom Associates Training
2021-12-02 - 2021-12-03	Virtual Training on Succeeding in the Management of Sales Outlets Course	 Tom Associates Training
2021-12-06 - 2021-12-11	Marketing and Brand Management Training	 LCL Coaches Consultants

To view more courses in this category, [click here](#)**Leadership and Self Development**

2021-12-02 - 2021-12-04	Effective Executive Negotiation Skills and Techniques Training	 McTimothy Associates Consulting LLC
2021-12-06 - 2021-12-17	Strategic Leadership and Strategic Management for Executives Program	 Data-Afrique Consultants
2021-12-06 - 2021-12-17	Training Program on Senior Management Leadership	 Skills for Africa Training Institute
2021-12-06 - 2021-12-10	Becoming an Effective Supervisory Manager Course	 Tom Associates Training
2021-12-06 - 2021-12-07	Leadership Development Programme	 Impact Training and Management Consulting Limited

To view more courses in this category, [click here](#)**Information and Communications Technology**

2021-12-06 - 2021-12-10	CyberSafe Certification Training	 Capacity for Africa
2021-12-06 - 2021-12-10	Mobile Data Collection and Management using KoBoToolBox Course	 Foscore Development Center
2021-12-09 - 2021-12-11	Intermediate Excel for Financial and Business Analysis Course	 McTimothy Associates Consulting LLC
2021-12-10 - 2021-12-11	Fundamentals of Microsoft Excel (Basic MS Excel Training) (Virtual Training)	 McTimothy Associates Consulting LLC

2021-12-13 - 2021-12-17	Business Analytics and Data Management Course	 Tom Associates Training
To view more courses in this category, click here		
Protocol and Travel Management		
2021-12-06 - 2021-12-10	Protocol, Public Relations and Events Management Course	 Tom Associates Training
2021-12-15 - 2021-12-17	Introduction to Fleet and Transport Management Course (Classroom and Virtual Training)	 McTimothy Associates Consulting LLC
To view more courses in this category, click here		
Marketing and Sales Management		
2021-12-02 - 2021-12-03	Virtual Training on Succeeding in the Management of Sales Outlets Course	 Tom Associates Training
2021-12-06 - 2021-12-08	Advanced Selling Skills	 Impact Training and Management Consulting Limited
2021-12-06 - 2021-12-11	Marketing and Brand Management Training	 LCL Coaches Consultants
2021-12-06 - 2021-12-08	Advanced Selling Skills Course	 Impact Training and Management Consulting Limited
2021-12-09 - 2021-12-10	Virtual Training on Selling in a Difficult Environment	 Tom Associates Training
To view more courses in this category, click here		
Operations Management		
2021-12-06 - 2021-12-10	Advanced Operational Risk Management Course	 Fontini Consulting Ltd
2021-12-06 - 2021-12-10	Operational Risk Management - A Practical Approach course	 Timeline Global Link Consulting
2021-12-07 - 2021-12-10	Mastering Internal Controls Course: Operations, Financial, Management	 Tom Associates Training
2021-12-09 - 2021-12-10	Lean Six Sigma for Champions and Executives Training	 JK Michaels Consulting
2021-12-13 - 2021-12-17	Quality Assurance and Quality Control (QA/QC) Training	 Capacity for Africa
To view more courses in this category, click here		
Administrative and Secretarial		

2021-12-06 - 2021-12-10	Virtual Training on Administrative Functions and Office Management Course	 Tom Associates Training
2021-12-06 - 2021-12-10	Advanced Office Management and Administrative Skills Course	 Tom Associates Training
2021-12-06 - 2021-12-10	Record Keeping and File Management Course	 GoldStead Resources Company Limited
2021-12-06 - 2021-12-10	Data and Records Management Workshop for Administrative/ Registry Staff	 Capacity for Africa
2021-12-07 - 2021-12-09	Essential Skills for Executive Secretaries and Personal Assistant (PA's)	 Newways Consulting

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Report and Speech Writing

2021-12-06 - 2021-12-10	Advanced Business Writing Skills for Senior Executives	 GoldStead Resources Company Limited
2021-12-15 - 2021-12-17	Business Presentation and Persuasive Public Speaking Skills Course	 Tom Associates Training

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General Management

2021-12-06 - 2021-12-10	CyberSafe Certification Training	 Capacity for Africa
2021-12-06 - 2021-12-10	Becoming an Effective Supervisory Manager Course	 Tom Associates Training
2021-12-06 - 2021-12-10	Record Keeping and File Management Course	 GoldStead Resources Company Limited
2021-12-06 - 2021-12-10	Data and Records Management Workshop for Administrative/ Registry Staff	 Capacity for Africa
2021-12-06 - 2021-12-10	Operational Risk Management - A Practical Approach course	 Timeline Global Link Consulting

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Security and Crime Prevention

2021-12-06 - 2021-12-10	CyberSafe Certification Training	 Capacity for Africa
2021-12-20 - 2021-12-31	Information Security Management Best Practices	 Reenel Associates

To view more courses in this category, [click here](#)

Corporate Governance

2021-12-06 - 2021-12-10	Training on Pension Fund Strategies, Governance, Regulation and Investment	 Data-Afrique Consultants
2021-12-13 - 2021-12-17	The Public Sector Leaders of the Future	 Tom Associates Training


To view more courses in this category, [click here](#)

Public Administration

2021-12-06 - 2021-12-10	Crucial Written Communications for Public Service Officers Course	 Tom Associates Training
2021-12-13 - 2021-12-17	The Public Sector Leaders of the Future	 Tom Associates Training
2021-12-13 - 2021-12-17	Strategic Management in the Public Sector Course	 LCL Coaches Consultants



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Pre-Retirement and New Beginnings

2021-12-06 - 2021-12-10	Pre-Retirement Course: Preparing to Manage a New Beginning	 Tom Associates Training
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Strategic Management

2021-12-06 - 2021-12-17	Strategic Leadership and Strategic Management for Executives Program	 Data-Afrique Consultants
2021-12-13 - 2021-12-17	Strategic Management in the Public Sector Course	 LCL Coaches Consultants

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Logistics and Supply Chain Management

2021-12-02 - 2021-12-03	Inventory Accounting Course	 Tom Associates Training
2021-12-07 - 2021-12-10	Finance for Procurement and Logistics Professionals	 Alpha Partners



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Project Management

2021-12-06 - 2021-12-09	Advanced Project Management Course	 JK Michaels Consulting
2021-12-06 - 2021-12-17	Training on Effective Monitoring and Evaluation for Public and Donor-Funded Programmes	 Skills for Africa Training Institute

2021-12-06 - 2021-12-10	Mobile Data Collection and Management using KoBoToolBox Course	 Foscore Development Center
2021-12-13 - 2021-12-17	Training Course on M and E for Development Results	 Datastat Research Center
2021-12-13 - 2021-12-24	Financial Management, Budgeting and Auditing of Donor Funded Projects Course	 Upskill Development Institute
To view more courses in this category, click here		
Banking and Insurance		
2021-12-07 - 2021-12-10	Effective Management of Bank Account Reconciliation and Account Receivable/Payable Course	 Newways Consulting
To view more courses in this category, click here		
Legal and Legislative		
2021-12-06 - 2021-12-10	Corporate Compliance Course	 Capacity for Africa
2021-12-12 - 2021-12-16	Oil and Gas Commercial Contracts and Negotiation Skills (Online/ Classroom)	 EuroMaTech Training and Management Consultancy
2021-12-13 - 2021-12-15	Expert Witness Course	 TSI Limited
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Entrepreneurship and Business Development		
2021-12-02 - 2021-12-03	Understanding Business Models Course: Innovations to Deliver Strategic Goals	 Tom Associates Training
2021-12-14 - 2021-12-17	Business Literacy - Mastering the Dynamics of Business Drivers Course	 Tom Associates Training
To view more courses in this category, click here		
Customer Service and Support		
2021-12-02 - 2021-12-03	How to Create Positive Customer Experience Training: Service as an Art and a Science	 Tom Associates Training
2021-12-06 - 2021-12-10	Record Keeping and File Management Course	 GoldStead Resources Company Limited
2021-12-08 - 2021-12-10	Customer Relationship Management (CRM) Best Practice	 Francis Consulting
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Management Consultancy		

2021-12-09 - 2021-12-10	Executive Administrative and Personal Assistant Training (EAPA)	 Allied Educational Resources Ltd.
To view more courses in this category, click here		
Research Methodology and Analytics		
2021-12-06 - 2021-12-10	Mobile Data Collection and Management using KoBoToolBox Course	 Foscore Development Center
2021-12-09 - 2021-12-11	Statistical Data Analysis with SPSS	 McTimothy Associates Consulting LLC
2021-12-13 - 2021-12-17	Application of GIS Analysis in WASH (Water Sanitation and Hygiene) Programmes Course	 Foscore Development Center
2021-12-14 - 2021-12-16	Research Methodology, Data Analysis and Interpretation Workshop	 Centre for Public Service Productivity and Development
To view more courses in this category, click here		
Health, Safety and Environment (HSE)		
2021-12-13 - 2021-12-17	Application of GIS Analysis in WASH (Water Sanitation and Hygiene) Programmes Course	 Foscore Development Center
To view more courses in this category, click here		
Human Resource Management		
2021-12-06 - 2021-12-10	Training on Pension Fund Strategies, Governance, Regulation and Investment	 Data-Afrique Consultants
2021-12-06 - 2021-12-08	Human Resources for Non- Human Resources Practitioners	 Symantic Consulting
2021-12-06 - 2021-12-07	Advanced Human Resources Management	 Impact Training and Management Consulting Limited
2021-12-09 - 2021-12-10	Employee On-Boarding: Induction and Job Orientation Techniques	 McTimothy Associates Consulting LLC
2021-12-12 - 2021-12-14	Human Resource Management for Oil, Gas and Petrochemical Sectors	 EuroMaTech Training and Management Consultancy
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Agriculture and Rural Development		
2021-12-13 - 2021-12-17	Training Course on Climate Change Vulnerability Analysis	 Datastat Research Center
To view more courses in this category, click here		
Oil and Gas		

2021-12-12 - 2021-12-14	Human Resource Management for Oil, Gas and Petrochemical Sectors	 EuroMaTech Training and Management Consultancy
2021-12-12 - 2021-12-16	Oil and Gas Commercial Contracts and Negotiation Skills (Online/ Classroom)	 EuroMaTech Training and Management Consultancy
To view more courses in this category, click here		
To view more courses, click here		