

25th November, 2019

## INVITATION TO ATTEND SPECIAL TRAINING PROGRAMME FOR ACCOUNTANTS AND AUDITORS FOR THE MONTHS OF JANUARY - DECEMBER, 2020

We are please to invite you to send your staff to participate in our special training programme for Accountants and Auditors. Our courses are structured to provide quality learning and current information to participants, which will lead to high performance and improved efficiency. The courses are as follows:

	JANUARY - JULY	JULY - DECEMBER
1. Warehouse, Stores and Stock Control Management	15th - 17th January,	15th - 17th July, 2020
2. Fundamentals of Internal Auditing	15th - 17th January,	15th - 17th July, 2020
3. Credit Risk Assessment, Modeling and Management	22nd - 24th January,	22nd - 24th July, 2020
4. Advanced Payroll Management and Administration Workshop	22nd - 24th January,	22nd - 24th July, 2020
5. Best Practices in Corporate Cash Management	29th - 31st January,	27th - 29th July, 2020
6. Accounts Reconciliation Strategies Best Practices	29th - 31st January,	27th - 29th July, 2020
7. Advanced Supply Chains, Logistics and Transportation Management	5th - 7th February,	5th - 7th August, 2020
8. Managing and Organizing Accounts Receivable and Accounts Payable	5th - 7th February,	5th - 7th August, 2020
9. Preparing Financial Statements and The Annual Reports	12th - 14th February,	12th - 14th August, 2020
10. Risk Management: Internal Control and Fraud Prevention	12th - 14th February,	12th - 14th August, 2020
11. Current Issues and Best Practices in Tax Administration and Accounting	19th - 21st February,	19th - 21st August, 2020
12. Essentials of Internal Audit and Enterprise Risk Management	19th - 21st February,	19th - 21st August, 2020
13. Effective Purchasing and Contract Negotiation Strategies	26th - 28th February,	26th - 28th August, 2020
14. Accounts Receivable and Credit Policies Management	26th - 28th February,	26th - 28th August, 2020
15. Advanced Treasury and Cash Management	4th - 6th March,	2nd - 4th September, 2020
16. Purchasing Fraud: Auditing and Detection Techniques	4th - 6th March,	2nd - 4th September, 2020
17. Managing The Accounts Department of Your Organization	11th - 13th March,	9th - 11th September, 2020
18. Production Management and Material Requirements Planning	11th - 13th March,	9th - 11th September, 2020
19. Fraud Detection and Investigation for Internal Auditors	18th - 20th March,	16th - 18th September, 2020
20. Fundamentals of Purchasing Management	18th - 20th March,	16th - 18th September, 2020
21. New Strategies and Best Practices in Internal Auditing	25th - 27th March,	23rd - 25th September, 2020
22. Best Practices in Accounts Payable: Planning, Organizing and Achieving Results	25th - 27th March,	23rd - 25th September, 2020
23. Financial Analysis and Financial Reporting Skills	1st - 3rd April,	28th - 30th September, 2020
24. Audit Report Writing for the Internal Auditors	1st - 3rd April,	28th - 30th September, 2020
25. Budgeting, Forecasting, The Planning Process and Control	7th - 9th April,	7th - 9th October, 2020
26. E-Procurement Strategies for Success - Developing, Implementing and Managing Process	7th - 9th April,	7th - 9th October, 2020
27. Reconciliation of Accounts and Financial Transactions	15th - 17th April,	14th - 16th October, 2020
28. Effective Purchasing and Cost Saving Techniques	15th - 17th April,	14th - 16th October, 2020
29. Financial Analysis and Reporting using IFRS	20th - 22nd April,	21st - 23rd October, 2020
30. Warehouse Management Strategy, Implementation and Control	20th - 22nd April,	21st - 23rd October, 2020
31. Modern Approaches in Internal Auditing	28th - 30th April,	26th - 28th October, 2020
32. Inventory Planning and Stock Control	28th - 30th April,	26th - 28th October, 2020
33. Best Practices in Accounts Payable and Accounts Receivable	6th - 8th May,	4th - 6th November, 2020
34. Nigerian Taxation Systems	6th - 8th May,	4th - 6th November, 2020
35. Internal Control: Compliance, Operational and Financial	13th - 15th May,	11th - 13th November, 2020
36. Effective Inventory Cycle Count of Warehouse Materials	13th - 15th May,	11th - 13th November, 2020
37. Principles of Effective Internal Audit Report Writing	20th - 22nd May,	18th - 20th November, 2020
38. Managing the Cash Cycle: Accounts Receivable and Payable Best Practices	20th - 22nd May,	18th - 20th November, 2020
39. Understanding the Procurement Management Principles	3rd - 5th June,	25th - 27th November, 2020
40. Best Practices in Internal Control and Risk Assessment	3rd - 5th June,	25th - 27th November, 2020
41. Store-Keeping and Warehouse Management	9th - 11th June,	2nd - 4th December, 2020
42. Advanced Auditing for In-Charge Auditors	9th - 11th June,	2nd - 4th December, 2020
43. Best Practices in Stock Taking, Reconciliation and Valuation	17th - 19th June,	7th - 9th December, 2020
44. Final Accounts: Fast Closing Month-End and Year-End Accounts	17th - 19th June,	7th - 9th December, 2020
45. Internal Audit: Incorporating Corporate Governance and Financial Risk Management	24th - 26th June,	9th - 11th December, 2020
46. Cash Management: Control, Reconciliation and Risk Strategies	24th - 26th June,	9th - 11th December, 2020
47. Effective Store-Keeping Skills	1st - 3rd July,	14th - 16th December, 2020
48. Payroll: Preparation, Analysis and Management	1st - 3rd July,	14th - 16th December, 2020
49. Financial Statement Fraud Detection for Internal Auditors	8th - 10th July,	16th - 18th December, 2020
50. Advanced Stores and Inventory Management	8th - 10th July,	16th - 18th December, 2020

**NOTE:** Course contents are available on request or visit our website to download the course contents: [www.avantgarderesourcescenter.com](http://www.avantgarderesourcescenter.com). For further information on these courses and for in-house training arrangements, please call **TADE 0817 199 4955, 0803 468 4305, THOMAS 0803 481 5501** or send an email to [info@avantgarderesourcescenter.com](mailto:info@avantgarderesourcescenter.com)

**FOR WHOM:** Accountants, Auditors, Cash Officers/ Cashiers, Budget and Planning Officers, Tax Managers/Officers, Reconciliation Officers, Buyers, Accounts Payable Officers, Accounts Receivable Officers, Finance Managers, CFOs, Heads of Departments, Directors, Project Managers, Supervisors, Team Leaders, Investigators, Supply Chains/Logistics Managers, Purchasing and Stores Managers, Warehouse Managers, Store Keepers, Production Managers and Others who perform related functions or who want to sharpen their knowledge and skills in the Private and Public Sectors.

The fee for each course is **One Hundred and Ten Thousand Naira (N110,000:00)** only per participant to cover **Workshop Materials, Flash Drive, Bag, Lunch, Tea/Coffee Breaks, Photograph and Certificate**. Payment should be made in cash or cheques/bank draft in favour of **Avant-Garde Resources Center (ARC)**. All course will hold at **1, Adegbeyemi Street (3rd Floor), Glass House, Behind Former Alade Market, By Allen Avenue Bus Stop, Ikeja - Lagos**.

Yours faithfully,



**TUGOBO TADE**  
Training Director

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## INVITATION TO ATTEND SPECIAL INFORMATION TECHNOLOGY TRAINING PROGRAMME FOR THE MONTHS OF JANUARY - DECEMBER, 2020

We are please to invite you to send your staff to participate in our special training programme on Information Technology. Our courses are structured to provide quality learning and current information to participants, which will lead to high performance and improved efficiency. The courses are as follows:

	JANUARY - JULY	JULY - DECEMBER
1. Implementing Security Management for Cisco Network	15th - 17th January,	15th - 17th July, 2020
2. Systems and Network Security	15th - 17th January,	15th - 17th July, 2020
3. Designing and Troubleshooting Cisco Data Center Infrastructure	22nd - 24th January,	22nd - 24th July, 2020
4. Cloud Management and Security: Principles and Best Practices	22nd - 24th January,	22nd - 24th July, 2020
5. Implementing Desktop Application Environment	29th - 31st January,	27th - 29th July, 2020
6. Database System Deigns Tools and Techniques: MySQL	29th - 31st January,	27th - 29th July, 2020
7. Business Continuity Management and IT Disaster Recovery	5th - 7th February,	5th - 7th August, 2020
8. Designing and Implementing an Advanced Server Infrastructure	5th - 7th February,	5th - 7th August, 2020
9. Information and Security Controls	12th - 14th February,	12th - 14th August, 2020
10. Implementing Web Application Security	12th - 14th February,	12th - 14th August, 2020
11. Installation, Storage and Compute with Windows Server 2019	19th - 21st February,	19th - 21st August, 2020
12. Configuration and Troubleshooting of Cisco Networks	19th - 21st February,	19th - 21st August, 2020
13. Security Management in ICT Environment	26th - 28th February,	26th - 28th August, 2020
14. Information Technology Management	26th - 28th February,	26th - 28th August, 2020
15. Securing Windows Files System	4th - 6th March,	2nd - 4th September, 2020
16. Configuration and Installation of Window Networks (Servers and Clients)	4th - 6th March,	2nd - 4th September, 2020
17. Computer and Network Security	11th - 13th March,	9th - 11th September, 2020
18. Information Technology for IT Professionals	11th - 13th March,	9th - 11th September, 2020
19. Information Storage and Management	18th - 20th March,	16th - 18th September, 2020
20. Best Practices in Information Security Management	18th - 20th March,	16th - 18th September, 2020
21. Implementing and Maintaining Microsoft SQL Server (2016 Integration Services)	25th - 27th March,	23rd - 25th September, 2020
22. Securing Web Applications, Services and Servers	25th - 27th March,	23rd - 25th September, 2020
23. Systems Management and PC Maintenance	1st - 3rd April,	28th - 30th September, 2020
24. Interconnecting Cisco Network Devices	1st - 3rd April,	28th - 30th September, 2020
25. Network Operations and Administration	7th - 9th April,	7th - 9th October, 2020
26. Configuring and Troubleshooting Window Servers Network Infrastructures	7th - 9th April,	7th - 9th October, 2020
27. Web Based Information Systems	15th - 17th April,	14th - 16th October, 2020
28. Designing, Optimizing and Maintaining a Database Administrative Solution with SQL Server	15th - 17th April,	14th - 16th October, 2020
29. Microsoft 365 Security Administrator	20th - 22nd April,	21st - 23rd October, 2020
30. Computer Networks: Switching, Routing and WANs	20th - 22nd April,	21st - 23rd October, 2020
31. Configuration and Administration of Linux Systems	28th - 30th April,	26th - 28th October, 2020
32. Microsoft Azure Security Technologies and Administrations	28th - 30th April,	26th - 28th October, 2020
33. Advanced Administration of Windows Server Network	6th - 8th May,	4th - 6th November, 2020
34. Information Security and ICT Management	6th - 8th May,	4th - 6th November, 2020
35. Securing SQL Server 2017	13th - 15th May,	11th - 13th November, 2020
36. Network Security Policy Configuration and Administration	13th - 15th May,	11th - 13th November, 2020
37. Information Security Controls for IT Professionals	20th - 22nd May,	18th - 20th November, 2020
38. Window Servers Management	20th - 22nd May,	18th - 20th November, 2020
39. Troubleshooting, Upgrading and Installation of PC	3rd - 5th June,	25th - 27th November, 2020
40. Network Configuration, Troubleshooting and Security	3rd - 5th June,	25th - 27th November, 2020
41. Cyber-Security Risk Assessment and Management	9th - 11th June,	2nd - 4th December, 2020
42. Configuring and Administering Web Services: IIS/Apache	9th - 11th June,	2nd - 4th December, 2020
43. ICT Systems Maintenance Management Best Practices	17th - 19th June,	7th - 9th December, 2020
44. Business Intelligence: Data Analysis and Reporting	17th - 19th June,	7th - 9th December, 2020
45. Managing the IT Department of Your Organization	24th - 26th June,	9th - 11th December, 2020
46. Storage and High Availability with Windows Server	24th - 26th June,	9th - 11th December, 2020
47. Audit and Security of Networks, Operating Systems and Databases	1st - 3rd July,	14th - 16th December, 2020
48. Information Security and Data Protection	1st - 3rd July,	14th - 16th December, 2020
49. Advanced PC Configuration, Troubleshooting and Data Recovery	8th - 10th July,	16th - 18th December, 2020
50. Networking with Window Server 2019	8th - 10th July,	16th - 18th December, 2020

**NOTE:** Course contents are available on request or visit our website to download the course contents: [www.avantgarderesourcescenter.com](http://www.avantgarderesourcescenter.com). *Participants are advised to come with their Laptops for Practical Class.* For further information on these courses and for in-house training arrangements, please call **TADE 0817 199 4955, 0803 468 4305, THOMAS 0803 481 5501** or send an email to [info@avantgarderesourcescenter.com](mailto:info@avantgarderesourcescenter.com)

**FOR WHOM:** Chief Information Officers, Heads of Departments, IT Department Supervisors/Managers, IT Development Managers, Information Managers, IT Executives, Database/Systems Administrators, Network/IT Personnel and Staff, System Engineers, Servers Managers, Web Developers, System Analysts, Security Professionals and Others who perform related functions or who want to sharpen their knowledge and skills in the Private and Public Sectors.

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Yours faithfully,



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25th November, 2019

## INVITATION TO ATTEND SPECIAL MANAGEMENT TRAINING PROGRAMME FOR THE MONTHS OF JANUARY - DECEMBER, 2020

We are please to invite you to send your staff to participate in our special training programme on Management. Our courses are structured to provide quality learning and current information to participants, which will lead to high performance and improved efficiency. The courses are as follows:

	JANUARY - JULY	JULY - DECEMBER
1. Administration and Office Management: Best Practices and Technologies	15th - 17th January,	15th - 17th July, 2020
2. Electronic Record and Document Filing Management Systems	15th - 17th January,	15th - 17th July, 2020
3. Mastering People Management and Team Leadership	22nd - 24th January,	22nd - 24th July, 2020
4. Sales Management Techniques and Strategies	22nd - 24th January,	22nd - 24th July, 2020
5. Strategic Human Resources Management	29th - 31st January,	27th - 29th July, 2020
6. Rewards Management: Compensation Packages and Salary Structures	29th - 31st January,	27th - 29th July, 2020
7. Mastering Communication, Negotiation and Presentation Skills	5th - 7th February,	5th - 7th August, 2020
8. Excellence in Customer Relationship Management and Loyalty	5th - 7th February,	5th - 7th August, 2020
9. Understanding and Implementing Lean Six Sigma	12th - 14th February,	12th - 14th August, 2020
10. Business Relationship Management: Aligning IT and the Business	12th - 14th February,	12th - 14th August, 2020
11. Contract and Project Management - Planning, Scheduling and Control	19th - 21st February,	19th - 21st August, 2020
12. Successful Fleets and Transport Management	19th - 21st February,	19th - 21st August, 2020
13. e-HR: Modern Trends and Application	26th - 28th February,	26th - 28th August, 2020
14. Strategic Planning, Communication, Measurement and Implementation	26th - 28th February,	26th - 28th August, 2020
15. Developing Core Skills for Administrators, Secretaries and Personal Assistants	4th - 6th March,	2nd - 4th September, 2020
16. Performance Management: Setting Objectives and Conducting Appraisals	4th - 6th March,	2nd - 4th September, 2020
17. Effective Soft Skills and Emotion Intelligence	11th - 13th March,	9th - 11th September, 2020
18. Access Control and Physical Security Management	11th - 13th March,	9th - 11th September, 2020
19. Managing the Human Resources Department of Your Organization	18th - 20th March,	16th - 18th September, 2020
20. Excellence in Salaries and Wages Administration	18th - 20th March,	16th - 18th September, 2020
21. Advanced Office Management and Effective Administration Skills	25th - 27th March,	23rd - 25th September, 2020
22. Strategic Change Management for Professional	25th - 27th March,	23rd - 25th September, 2020
23. Competency Development for Supervisory Excellence	1st - 3rd April,	28th - 30th September, 2020
24. Successful Leading and Managing People	1st - 3rd April,	28th - 30th September, 2020
25. Facilities Management Procedures and Practices	7th - 9th April,	7th - 9th October, 2020
26. Nigerian Labour Laws and Employment Practices	7th - 9th April,	7th - 9th October, 2020
27. Strategic Planning, Management Control and Effective Budgeting	15th - 17th April,	14th - 16th October, 2020
28. Human Resources Administrative Skills	15th - 17th April,	14th - 16th October, 2020
29. Fraud Prevention, Detection and Investigation	20th - 22nd April,	21st - 23rd October, 2020
30. Skills Improvement Course for Administrators, Secretaries and Personal Assistants	20th - 22nd April,	21st - 23rd October, 2020
31. Recruitment, Selection and Retention: Creating a Highly Competent Motivated Workforce	28th - 30th April,	26th - 28th October, 2020
32. Nigerian Pension Administration	28th - 30th April,	26th - 28th October, 2020
33. Enterprise Resource Planning (ERP) and Enterprise Risk Management (ERM) Workshop	6th - 8th May,	4th - 6th November, 2020
34. Data Governance, Protection and Compliance Management	6th - 8th May,	4th - 6th November, 2020
35. New Media: Critical Windows for Efficiency Public Relations Delivery	13th - 15th May,	11th - 13th November, 2020
36. Managerial Skills for New Managers and Supervisors	13th - 15th May,	11th - 13th November, 2020
37. Negotiation, Dispute Resolutions and Conflicts Management	20th - 22nd May,	18th - 20th November, 2020
38. Security Management, Planning and Asset Management	20th - 22nd May,	18th - 20th November, 2020
39. Strategic Marketing: Planning, Development and Implementation	3rd - 5th June,	25th - 27th November, 2020
40. HR Processes, Culture and Change Management Programme	3rd - 5th June,	25th - 27th November, 2020
41. Tax Administration - Preparation and Remittances	9th - 11th June,	2nd - 4th December, 2020
42. Governance, Risk and Compliance	9th - 11th June,	2nd - 4th December, 2020
43. Pre-Retirement Planning and Employee Investment Schemes	17th - 19th June,	7th - 9th December, 2020
44. Advanced Writing Skills and Business Writing that Works	17th - 19th June,	7th - 9th December, 2020
45. Insurance Principles and Claims Administration	24th - 26th June,	9th - 11th December, 2020
46. Writing Human Resources Policies and Procedures	24th - 26th June,	9th - 11th December, 2020
47. Essential Skills for Executive Secretaries, Personal Assistants, Office Managers & Administrative	1st - 3rd July,	14th - 16th December, 2020
48. Improving Productivity Through Quality Enhancement and Cost Reduction	1st - 3rd July,	14th - 16th December, 2020
49. Security Risk Assessment and Management	8th - 10th July,	16th - 18th December, 2020
50. Maintenance Management Principles for Admin Managers	8th - 10th July,	16th - 18th December, 2020

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**FOR WHOM:** Heads of Departments, Directors, Human Resources Managers, Public Relations Managers, Project Managers, Marketing Managers, Brands Managers, Office Managers, Supervisors, Team Leaders, Union Leaders, Tax Managers, Business Development Managers, HR Personnel, Budget Officers, Administrators, Secretaries, Personal Assistants, Customer Services Managers, IT Professionals, Maintenance Engineers, Electrical Engineers, Mechanical Engineers, Building Maintenance Managers/Personnel, Sales Representatives, Technician, Security and Safety Professionals and Others who perform related functions or who want to sharpen their knowledge and skills in the Private and Public Sectors.

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Yours faithfully,



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Website: [www.avantgarderesourcescenter.com](http://www.avantgarderesourcescenter.com)



25th November, 2019

## INVITATION TO ATTEND SPECIAL TRAINING PROGRAMME FOR ENGINEERS AND TECHNICIANS FOR THE MONTHS OF JANUARY - DECEMBER, 2020

We are please to invite you to send your staff to participate in our special training programme for Accountants and Auditors. Our courses are structured to provide quality learning and current information to participants, which will lead to high performance and improved efficiency. The courses are as follows:

	JANUARY - JULY	JULY - DECEMBER
1. Health and Safety Benchmarking Principles and Practices	15th - 17th January,	15th - 17th July, 2020
2. Vehicle Maintenance Management and Inspection	15th - 17th January,	15th - 17th July, 2020
3. Electrical Installation in Hazardous Areas: Classification, Operation and Maintenance	22nd - 24th January,	22nd - 24th July, 2020
4. Pump and Valve Operation, Control, Maintenance and Troubleshooting	22nd - 24th January,	22nd - 24th July, 2020
5. Generators: Operations, Maintenance, Control, Testing and Troubleshooting	29th - 31st January,	27th - 29th July, 2020
6. Modern Maintenance and Operation of Rotating Equipment Technologies	29th - 31st January,	27th - 29th July, 2020
7. Hydraulics Systems Design, Operation and Maintenance	5th - 7th February,	5th - 7th August, 2020
8. Advanced Strategic Maintenance Management	5th - 7th February,	5th - 7th August, 2020
9. Operation and Maintenance of Refrigeration Equipment for Technicians	12th - 14th February,	12th - 14th August, 2020
10. Heating, Ventilation and Air-Conditioning (HVAC) Systems	12th - 14th February,	12th - 14th August, 2020
11. Effective Warehouse Management for Electrical Equipment	19th - 21st February,	19th - 21st August, 2020
12. Electric Distribution System: Equipment Preventive Maintenance and Engineering Principles	19th - 21st February,	19th - 21st August, 2020
13. Industrial Equipment and Turbo-machinery: Pumps, Compressors, Turbines and Motors	26th - 28th February,	26th - 28th August, 2020
14. Advanced Electric Motors: Operation, Maintenance and Troubleshooting	26th - 28th February,	26th - 28th August, 2020
15. Cost Engineering - Effective Estimating and Cost Control of Technical Projects	4th - 6th March,	2nd - 4th September, 2020
16. Mechanical Equipment, Compressors, Pumps, Seals, Motors and Variable-Speed Drives	4th - 6th March,	2nd - 4th September, 2020
17. Effective Contractor Management in Maintenance and Technical Projects	11th - 13th March,	9th - 11th September, 2020
18. Electrical Equipment and Control Systems: Commissioning, Testing and Troubleshooting	11th - 13th March,	9th - 11th September, 2020
19. Building Operations Maintenance: Inspection, Condition Assessment and Management	18th - 20th March,	16th - 18th September, 2020
20. Best Practices in Facilities Maintenance Management	18th - 20th March,	16th - 18th September, 2020
21. Troubleshooting and Maintenance of Air Conditioners and Refrigerators	25th - 27th March,	23rd - 25th September, 2020
22. Pumps and Compressors: Operation, Maintenance and Troubleshooting	25th - 27th March,	23rd - 25th September, 2020
23. Maintenance Technology Best Practices: Inspection, Analysis and Monitoring	1st - 3rd April,	28th - 30th September, 2020
24. Electrical Distribution Equipment Operation and Maintenance	1st - 3rd April,	28th - 30th September, 2020
25. Best Practices for Procurement and Contract Management	7th - 9th April,	7th - 9th October, 2020
26. Operation, Maintenance and Testing of Diesel Power Generation Plant	7th - 9th April,	7th - 9th October, 2020
27. Pipeline and Piping Inspection, Maintenance and Integrity Assessment	15th - 17th April,	14th - 16th October, 2020
28. Pumps, Compressors and Valves Maintenance	15th - 17th April,	14th - 16th October, 2020
29. Troubleshooting of Electrical Equipment and Control Systems	20th - 22nd April,	21st - 23rd October, 2020
30. Refrigeration Engineering and Technology	20th - 22nd April,	21st - 23rd October, 2020
31. Mechanical Seals: Designs, Selection, Installation, Troubleshooting and Maintenance	28th - 30th April,	26th - 28th October, 2020
32. Pump Selection, Installation, Operation, Maintenance and Troubleshooting	28th - 30th April,	26th - 28th October, 2020
33. Electrical Maintenance, Grounding and Safety for Modern Electrical Systems	6th - 8th May,	4th - 6th November, 2020
34. Modern Heating, Ventilation, Air-Conditioning (HVAC) and Refrigeration System	6th - 8th May,	4th - 6th November, 2020
35. Setting Strategy for Building Maintenance and Facilities Maintenance	13th - 15th May,	11th - 13th November, 2020
36. Transformer Diagnostic Methods, Maintenance and Lifetime Extension	13th - 15th May,	11th - 13th November, 2020
37. Safety Operation and Maintenance in Electrical Power Supply	20th - 22nd May,	18th - 20th November, 2020
38. Troubleshooting Mechanical Drive Systems and Rotating Equipment	20th - 22nd May,	18th - 20th November, 2020
39. Centrifugal Pump and Compressor Selection, Construction, Operation, Maintenance, Repair and Troubleshooting	3rd - 5th June,	25th - 27th November, 2020
40. Operations, Maintenance and Troubleshooting of Generators	3rd - 5th June,	25th - 27th November, 2020
41. Air Conditioning Systems Design, Selection, Operation and Troubleshooting	9th - 11th June,	2nd - 4th December, 2020
42. Maintenance Strategy Development and Cost Effective Implementation	9th - 11th June,	2nd - 4th December, 2020
43. Chiller Design, Installation, Maintenance and Troubleshooting	17th - 19th June,	7th - 9th December, 2020
44. Structure Condition Assessment of Existing Buildings and Structures	17th - 19th June,	7th - 9th December, 2020
45. Electrical Equipment and Safety: Operation, Control, Maintenance and Troubleshooting	24th - 26th June,	9th - 11th December, 2020
46. Hydraulics Control Circuit Maintenance and Troubleshooting	24th - 26th June,	9th - 11th December, 2020
47. Pump and Valve Technology: Selection, Operation and Maintenance	1st - 3rd July,	14th - 16th December, 2020
48. Maintenance Planning and Maintenance Management	1st - 3rd July,	14th - 16th December, 2020
49. Operation and Maintenance of Refrigeration for Technicians	8th - 10th July,	16th - 18th December, 2020
50. Advanced Technology of Pipeline Design, Construction and Mechanical	8th - 10th July,	16th - 18th December, 2020

**NOTE:** Course contents are available on request or visit our website to download the course contents: [www.avantgarderesourcescenter.com](http://www.avantgarderesourcescenter.com). For further information on these courses and for in-house training arrangements, please call **TADE 0817 199 4955, 0803 468 4305, THOMAS 0803 481 5501** or send an email to [info@avantgarderesourcescenter.com](mailto:info@avantgarderesourcescenter.com)

**FOR WHOM:** Electrical Engineers, Civil Engineers, Mechanical Engineers, Plant Engineers, Facilities Engineers, Inspectors Engineers, Contractors, Designs Engineers, Operations Engineers, Structure Engineers, Process Engineers, Heads of Departments, Directors, Maintenance Managers, Project Managers, Production Managers, Technicians, Schedulers, Supervisors, Team Leaders, Supply Chains/Logistics Managers, Warehouse Managers/Store Keepers, and Others who perform related functions or who want to sharpen their knowledge and skills in the Private and Public Sectors.

The fee for each course is **One Hundred and Twenty Thousand Naira (N120,000:00)** only per participant to cover **Workshop Materials, Flash Drive, Bag, Lunch, Tea/Coffee Breaks, Photograph and Certificate**. Payment should be made in cash or cheques/bank draft in favour of **Avant-Garde Resources Center (ARC)**. All course will hold at **1, Adegbeyemi Street (3rd Floor), Glass House, Behind Former Alade Market, By Allen Avenue Bus Stop, Ikeja - Lagos**.

Yours faithfully,



**TUGBOBO TADE**  
Training Director

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