Professional Development Course Catalog

Leadership, Strategic Communication & Effective Communication Skills

Duration: 2 weeks

Develop your leadership potential through mastering strategic and effective communication. This course focuses on communication techniques that enhance leadership influence, stakeholder engagement, and team motivation. Suitable for managers, team leaders, and emerging executives.

ME019: Data Analysis in Monitoring & Evaluation (M&E) Using Power BI & R

Duration: 2 weeks

Learn advanced data analysis techniques tailored for Monitoring and Evaluation using Power BI and R software. This course equips M&E professionals with the skills to visualize data, conduct statistical analysis, and generate actionable insights to improve project outcomes.

CGP026: Environmental, Social & Governance (ESG) & Sustainability-Focused Governance

Duration: 2 weeks

Explore ESG principles and sustainability governance frameworks to help organizations meet

regulatory requirements and stakeholder expectations. This course is ideal for governance professionals, sustainability officers, and corporate responsibility practitioners.

ICT051: Fundamentals of Generative AI & Large Language Model (LLM) Learning Paths

Duration: 2 weeks

Gain foundational knowledge in generative AI technologies and large language models. Learn their applications, capabilities, and ethical considerations, preparing you for roles in AI development, deployment, or strategy.

FAE073: International Financial Reporting Standards (IFRS) / Government Financial Reporting

Duration: 2 weeks

Understand the essentials of IFRS and government financial reporting standards. This course supports finance professionals working in public or corporate sectors to ensure accurate, compliant financial disclosures.

PMP038: Building & Sustaining an Effective Project Management Office (PMO)

Duration: 2 weeks

Learn how to establish and maintain a high-functioning PMO that aligns projects with

organizational strategy. This course covers governance structures, resource management, performance monitoring, and continuous improvement.

SPL061: Strategic Inventory Management & Supply Chain Excellence in the Digital Age

Duration: 2 weeks

Advance your supply chain expertise with strategies for inventory optimization and digital transformation. Topics include demand planning, technology integration, and performance measurement to enhance supply chain agility.

ELD051: Advanced Office Management & Excel Spreadsheet Skills for Administrators

Duration: 2 weeks

Enhance your administrative capabilities with advanced office management techniques and expert-level Excel skills. Learn to streamline operations, manage data, and support organizational efficiency.

HRM035: Remuneration & Benefits Realisation Management (BRM)

Duration: 2 weeks

This course explores effective remuneration strategies and benefits realization management to

attract, motivate, and retain talent. It is designed for HR professionals, compensation analysts, and business managers.

SPL006: Advanced Public Sector Goods, Equipment, Works & Services Procurement

Duration: 2 weeks

Master advanced procurement techniques specific to the public sector. Learn about regulatory compliance, tendering processes, supplier management, and contract administration to ensure value and transparency.

Enroll now to build critical skills and advance your professional journey.

For more information about course fees, schedules, and registration, please contact us or visit our website.