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PUBLIC TRAINING CALENDAR Aug – Dec 2016

Month	Program	Date	Place	Promotion - Early Reg
Aug	Hazard Identification, Risk Assessment, Risk Control (HIRARC)	1- 2 Aug	Monterez Golf Club	CALL US FOR MORE DETAILS
	Pengurusan Fail Dan Rekod Yang Efektif	25- 26 Aug	Vistana Hotel, KL	
	The Science & Art Of Coaching For Managers	15-16 Aug	Vistana Hotel, KL	
	Winning Strategies for Credit Management and Debt Recovery	22-23 Aug	Ambassador Hotel Suite , Lanson Place	
	You are Hired ! - SMART Recruitment & Selection Techniques	24-25 Aug	Monterez Golf Club	
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Sept	Project Risk Management	5- 6 Sep	KL Sentral, KL	CALL US FOR MORE DETAILS
	Handling Complaints & Difficult Issues	7- 8 Sep	Monterez Golf Club	
	Handling Food Safety	21- 22 Sep	Ambassador Hotel Suite , Lanson Place	
	Problem Solving	26- 27 Sep	Monterez Golf Club	
	Microsoft Access	28- 29 Sep	Vistana Hotel, KL	
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Oct	Asas Pengurusan Stor Dan Inventori Berkesan	5- 6 Oct	Ambassador Hotel Suite , Lanson Place	CALL US FOR MORE DETAILS
	Evaluation On Effectiveness of Training (EET)	10- 11 Oct	Ambassador Hotel Suite , Lanson Place	
	Expanding Secretarial Skill For Peak Performance	10-11 Oct	Vistana Hotel, KL	
	Poka Yoke - Achieving Zero Defects in Production	17- 18 Oct	Monterez Golf Club	
	8 Deadly Marketing Skills	19- 20 Oct	Monterez Golf Club	
	Social Media For Better Customer Service Engagement	24- 25 Oct	Monterez Golf Club	
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Nov	Think Outside The Box	2- 3 Nov	Ambassador Hotel Suite , Lanson Place	CALL US FOR MORE DETAILS
	Training Needs Analysis	9-10 Nov	Vistana Hotel, KL	
	Continuous Improvement Quality - 7 QC Tools	14-15 Nov	Ambassador Hotel Suite , Lanson Place	
	Powerful, Dynamic and Persuasive Presentations	23-24 Nov	Monterez Golf Club	
	Office Ergonomic Program	28-29 Nov	Monterez Golf Club	
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Dec	Effective Time Management For Maximum Effectiveness	5- 6 Dec	Monterez Golf Club	CALL US FOR MORE DETAILS
	Excellence Secretary	7- 8 Dec	Vistana Hotel, KL	
	5S Awareness and Implementation	14- 15 Dec	Ambassador Hotel Suite , Lanson Place	
	Telephone Skills & Excellent Customer Service	19- 20 Dec	Monterez Golf Club	
	Forklift Operator Training	21- 22 Dec	Monterez Golf Club	

**Please call us NOW for a special promotion [+603-5542 0023](tel:+603-5542-0023)
or DROP us an email at icare@asl-solutions.com**

REGISTERED :

