2022

Public Training

CALENDAR

MTH	DATE	COURSE TITLE	
JAN	17-18	Managing Misconducts, Show Cause Letter & Letter Of Charge	Online
	24-25	Leadership & Superior Management Skills	Kuching
FEB	16-17	Essential Skills *Of* An Effective MANAGER	Miri
	21-22	Document Controller Training – ISO 9001:2015	Miri
	24-25	Mastering The Habits *Of* Highly Effective People	Kuching
MAR	07-08	Store, Warehouse & Inventory Management - A Risk Management Perspective	Online
	14-15	Labour Ordinance *Of* Sarawak	Online
	28-29	Internal Quality Auditor Training – ISO 9001:2015	Miri
APR	07-08	The Art *Of* Customer Relationship Management & Handling Difficult Customer	Kuching
	18-19	Termination *Of* Employment & Industrial Relations Act 1967	Online
	25-26	Audit, Assessment & Presentation Techniques – A Risk Management Perspective	Online
	28-29	Effective Performance Appraisal	Miri
MAY	09-10	Effective Supervisory Skills In New Age Management	Kuching
	16-17	Minimum Retirement Age Act, Minimum Wage Order, EIS & Part-Timer Rules	Online
	26-27	ISO 45001:2018 Awareness, Documentation & Implementation	Kuching
JUN	13-14	Document Control & Handling – A Risk Management Perspective	Online
	20-21	Problem Solving & Decision Making Skills	Kuching
	27-28	Anti-Bribery Management (ISO37001), Corruption Risk, Compliance & Ethics	Online
JUL	04-05	Effective Negotiation, Persuasion & Influencing Skills	Kuching
	25-26	Coaching *for* High Performance	Miri
AUG	09-10	Compensation & Benefits Management	Kuching
	23-24	Personal Data Protection Act 2010	Online
SEP	19-20	Reinventing HR – Transforming Human Resource Into Business Driver	Kuching
OCT	17-18	Finance For Non Finance Executives/ Managers	Miri



Remarks: This will be a tentative time-table, DWELL reserved the rights to do any changes for the best benefit of our training workshops! From time to time there will be additional courses to be scheduled depending on market need.

Dwell Solution Provider

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