

# SKILLS DEVELOPMENT PROGRAM 2023

Programs	Dates	Days	Timings	Trainers	FEES	Hours	Mode
<b>JANUARY</b>							
Supervisory Skills	23 - 30	Mon, Wed, & Fri	6:00 pm to 9:00 pm	Subhan Sharif	20,000	12	On campus
Business English	Jan 26-Mar 16	Tues & Thurs	6:30 pm to 8:30 pm	Farhan Uddin Raja	25,000	30	Hybrid
Arabic Language for Business & Trade	Jan 28-Mar 15	Mon & Wed	6:30 pm to 8:30 pm (Mon) & 6:00 am to 09:00 pm (Wed)	Saad Khursheed	25,000	35	Online
Certificate in Early Childhood Care & Education	Jan 28-Mar 5	Sat & Sun	9:00 am to 1:30 pm	Rozina Jumani	40,000	50	On campus
<b>FEBRUARY</b>							
Supply Chain Management as a Career Path	Feb 3-Mar 3	Every Friday	10:00 am to 12:30 pm	Mudasser Ali Khan	25,000	12.5	Online
Marketing Boot Camp	Feb 07-Mar 21	Every Tues - Thurs	5:00 pm to 6:00 pm	Salman Tariq Mir	30,000	40	Online
Self Management Skills	13 - 27	Mon, Wed & Fri	6:00 pm to 9:00 pm	TBA	35,000	21	Online
Successful Business Communication	Feb 13-Mar 27	Mon to Thurs	6:30 pm to 8:30 pm	Farhan Uddin Raja Syed Sajid Siraj	25,000	50	Online
Taxation as a Career Path <small>Introduction to Sales Tax Federal &amp; Provincial taxes</small>	Feb 15-Mar 01	Wed & Fri	6:00 pm to 9:00 pm	Faisal Mobin	30,000	16	Online
<b>MARCH</b>							
Cost Analysis Tools	6 - 9	Mon - Thurs	6:00 pm to 9:00 pm	Mohsin Adhi	25,000	12	Online
Managing Office Administration	10 - 20	Mon,Wed & Fri	6:00pm to 9:00pm	Subhan Sharif	20,000	15	Online
<b>APRIL</b>							
IELTS	April 27 - May 23	Tues & Thurs	6:00 pm to 9:00 pm	Humail Ashrafi	22,000	24	Online
<b>MAY</b>							
Public Speaking Skills	May 10 - Jun 09	Wed & Fri	6:30 pm to 8:30 pm	Farhan Uddin Raja Syed Sajid Siraj	20,000	20	On campus
Financial Analysis & Valuation	May 12-Jun 16	Friday	10 am to 1 pm	Mohsin Adhi	25,000	15	Online
Successful Business Communication	May 16-Jun 27	Tues to Fri	6:30 pm to 8:30 pm	Farhan Uddin Raja Syed Sajid Siraj	25,000	50	Hybrid
The Art of Managing Inventories	May 19 - Jun 16	Friday	6:00 pm to 8:30 pm	Mudasser Ali Khan	25,000	12.5	Online
Quality Tools & Techniques	May 23 - Jun 06	Tues & Thurs	5:00 pm to 8:00 pm	Iqbal Burcha	20,000	16	Online

Certificate in Early Childhood Care & Education	May 27-Jun 25	Sat & Sun	9 am to 1:30 pm	Rozina Jumani	40,000	50	On campus
Assurance of Learning for Higher Education Institutions	30 & 31	Tues & Wed	9 am to 5 pm	Dr Sana Tauseef, Kanza Sohail, Tahira Jaffery	30,000	16	On campus

## JUNE

IELTS	6 - 29	Tues & Thurs	6:00 pm to 9:00 pm	Humail Ashrafi	22,000	24	Online
Teachers' Learning & Development BootCamp	5 -30	Mon - Fri	5:00pm to 7:00pm	Various	30,800	-	Online
Quality Tools & Techniques	June 06 - 20	Tues to Thrus	5:00 pm to 8:00 pm	Iqbal Burcha	20,000	16	Online
Successful Business Communication	Jun 5-July 17	Mon to Fri	6:30 pm to 8:30 pm	Farhan Uddin Raja Syed Sajid Siraj	25,000	50	Hybrid
Marketing Financial Services	16 & 23	Friday	05:00 pm to 08:00 pm	Faraz Younus Bandukda	25,000	6	Online

## JULY

Selling Skills	4-8	Mon,Wed & Fri	6:00 pm to 9:00 pm	Subhan Sharif	20,000	9	On campus
Seal the Deal (for Financial Services Industry)	17-19	Mon, Tue & Wed	6:00pm to 9:00pm	Sharjeel Ahmad	25,000	12	Online
Business English	July 11 - Aug 29	Tues & Thurs	6:30pm to 8:30pm	Farhan Uddin Raja	25,000	30	Hybrid
Quality Management System - ISO 9001 Implementation in the Organization	12 - 26	Wed & Fri	5:30 pm to 8:30 pm	Iqbal Burcha	20,000	16	Online

## AUGUST

Personal Branding in Digital Era	2,4 & 9 & 11	Wed & Fri	6:30pm to 9:30pm	Adil Tanveer	15,000	12	Online
Successful Business Communication	Aug 7-Sep 18	Mon to Thurs	6:30pm to 8:30pm	Farhan Uddin Raja Syed Sajid Siraj	25,000	50	Hybrid
Taxation as a Career Path: Introduction to Sales Tax Federal & Provincial taxes	09 - 23	Wed & Fri	6:00 pm to 9:00 pm	Faisal Mobin	30,000	16	Online
Cost Analysis Tools	8- 17	Tues & Thurs	10 am to 1 pm	Mohsin Adhi	25,000	12	Online
Supply Chain Management as a Career Path	04 - 25	Friday	6:30pm to 9:00pm	Mudasser Ali Khan	25,000	12.5	Online
Certificate in Early Childhood Care & Education	Aug 26-Oct 1	Sat & Sun	9 am to 1:30 pm	Rozina Jumani	40,000	50	On campus

## SEPTEMBER

Selling Skills	4-8	Mon,Wed & Fri	6:00 pm to 9:00 pm	Subhan Sharif	20,000	9	On campus
Seal the Deal (for Financial Services Industry)	10-12	Mon, Tue & Wed	6:00pm to 9:00pm	Sharjeel Ahmad	25,000	12	Online
Business English	Sept 4-Oct 23	Mon & Wed	6:30pm to 8:30pm	Farhan Uddin Raja Syed Sajid Siraj	30,000	30	Hybrid

Core Elements of Accounting : Explore Product Pricing, Cost & Financial Accounting	12-26	Tues & Thrus	6:00 pm to 9:00 pm	Faisal Mobin	30,000	16	Online
Self Management Skills	Sept 20 – Oct 4	Mon, Wed & Fri	6:00pm to 9:00pm	TBA	35,000	21	Online
<b>OCTOBER</b>							
Arabic Language for Professional Development	Oct 4–Nov 11	Mon & Wed	6:30pm to 8:30pm (Mon) 6:00am to 09:00pm (Wed)	Saad Khursheed	25,000	30	Online
IELTS	Oct 10–Nov 02	Tues & Thrus	6:00 pm to 9:00 pm	Humail Ashrafi	22,000	24	Online
Public Speaking Skills	Oct 18–Nov 17	Wed & Fri	6:30pm to 8:30pm	Farhan Uddin Raja Syed Sajid Siraj	23,000	20	Hybrid
<b>NOVEMBER</b>							
The Art of Managing Inventories	Nov 24–Dec 22	Fri	6:00 pm to 8:30 pm	Mudasser Ali Khan	25,000	12.5	Online
Successful Business Communication	Nov 6–Dec 18	Mon to Thrus	6:30 pm to 8:30 pm	Farhan Uddin Raja Syed Sajid Siraj	30,000	50	Hybrid
Marketing Financial Services	17 & 24	Fri	10:00 am to 1:00 pm	Faraz Younus Bandukda	25,000	6	Online
Personal Branding in the Digital Era	15, 17 & 22, 24	Wed & Fri	6:30 pm to 9:30 pm	Adil Tanveer	15,000	12	Online
<b>DECEMBER</b>							
Analytical Assessment of Financial Statement	1–29	Fri	6:00 pm to 9:00 pm	Mohsin Adhi	30,000	15	Online
IELTS	04–27	Mon & Wed	6:30 pm to 9:00 pm	Humail Ashrafi	22,000	24	Online
Business Writing Skills	Dec 12– Jan 30	Tues & Thurs	6:30pm to 8:30pm	Farhan Uddin Raja Syed Sajid Siraj	30,000	30	Online
Certificate in Early Childhood Care & Education	Dec 17–Jan 15	Sat & Sun	9:00 am to 1:30 pm	Rozina Jumani	40,000	50	On-Campus

