

January 2014

Management & Supervisory Programs

05/01/2014	04/03/1435	CPM™ Decision Making	5 Days	4300 SAR	Riyadh
05/01/2014	04/03/1435	CPM™ Planning And Performance	5 Days	4300 SAR	Al-Khobar
05/01/2014	04/03/1435	Management Skills For Supervisors	5 Days	4100 SAR	Jeddah
05/01/2014	04/03/1435	outstanding employee behavior	5 Days	4100 SAR	Al-Khobar
12/01/2014	11/03/1435	CMP™ Leadership	5 Days	3900SAR	Riyadh
12/01/2014	11/03/1435	Personal Planning	1 Day	500 SAR	Al-Khobar
12/01/2014	11/03/1435	Art of Negotiation Skills To Win & Close	5 Days	4100 SAR	Al-Khobar
12/01/2014	11/03/1435	Strategic Planning Skills	5 Days	4100 SAR	Al-Khobar
19/01/2014	18/03/1435	Modern Management Of Contracts &	5 Days	4100 SAR	Riyadh
19/01/2014	18/03/1435	CPM™ Successful Manger Skills	5 Days	4300 SAR	Riyadh
19/01/2014	18/03/1435	Modern Management Of Contracts &	5 Days	4100 SAR	Jeddah
19/01/2014	18/03/1435	Team Building Skills Course	5 Days	4100 SAR	Jeddah
19/01/2014	18/03/1435	Delegation Skills For Managers	5 Days	4100 SAR	Al-Khobar
19/01/2014	18/03/1435	Modern Management Of Contracts &	5 Days	4100 SAR	Al-Khobar
19/01/2014	18/03/1435	Administrative Reports Writing Skills	5 Days	4100 SAR	Al-Khobar
26/01/2014	25/03/1435	CMP™ Business Etiquette	5 Days	3900 SAR	Riyadh
26/01/2014	25/03/1435	CPM™ Successful Manger Skills	5 Days	4300 SAR	Jeddah
26/01/2014	25/03/1435	CMP™ Business Communication	5 Days	3900 SAR	Jeddah

Project Management Programs

04/01/2014	03/03/1435	Project Management Professional PMP	6 Days	5000 SAR	Al-Khobar
05/01/2014	04/03/1435	Project Management Professional PMP	7 Days	5000 SAR	Riyadh
06/01/2014	05/03/1435	Project Management Professional PMP	7 Days	5000 SAR	Jeddah
14/01/2014	13/03/1435	Project Management Professional PMP	6 Days	5000 SAR	Madinah Monawarah
19/01/2014	18/03/1435	Advance Project management	5 Days	3200 \$	Dubai
20/01/2014	19/03/1435	Project Management By MS Project	3 Days	3200 SAR	Jeddah
26/01/2014	25/03/1435	Project Management Professional PMP	7 Days	5000 SAR	Riyadh

Human Resources Programs

19/01/2014	18/03/1435	Human Resources Management Skills	5 Days	4500 SAR	Jeddah
19/01/2014	18/03/1435	Performance Appraisal And Career	5 Days	4100 SAR	Al-Khobar
19/01/2014	18/03/1435	Job Interview	5 Days	4100 SAR	Riyadh
26/01/2014	25/03/1435	Human Resources Management Skills	5 Days	4500 SAR	Al-Khobar

Office & Time management Programs

12/01/2014	11/03/1435	Time Self & Stress Management	5 Days	4100 SAR	Riyadh
12/01/2014	11/03/1435	Modern Secretarial Skills & Organization	5 Days	4100SAR	Jeddah

Security & safety Programs

05/01/2014	04/03/1435	Safety Officer Level 1	5 Days	4200 SAR	Riyadh
12/01/2014	11/03/1435	Supervisory Skills on health & safety in	5 Days	4200 SAR	Al-Khobar
19/01/2014	18/03/1435	OSHA 30	5 Days	4200 SAR	Jeddah
19/01/2014	18/1/1435	Certified Security Manager CSM	5 Days	4750 SAR	Riyadh
26/01/2014	25/03/1435	Safety Officer Level 1	5 Days	4200 SAR	Al-Khobar

Finance & Accounting Programs

12/01/2014	11/03/1435	Finance For Non Financial Managers	5 Days	4100SAR	Riyadh
12/01/2014	11/03/1435	Finance For Non Financial Managers	5 Days	4100 SAR	Jeddah
12/01/2014	11/03/1435	Finance For Non Financial Managers	5 Days	4100 SAR	Al-Khobar
19/01/2014	18/03/1435	Audit & Financial Control	5 Days	4100 SAR	Jeddah
26/01/2014	25/03/1435	Cash Flow Analysis	5 Days	4100 SAR	Jeddah

Sales & Marketing Programs

05/01/2014	04/03/1435	CMP™ Customer Service	5 Days	3900 SAR	Riyadh
12/01/2014	11/03/1435	Marketing Strategy Course	5 Days	4100 SAR	Riyadh
12/01/2014	11/03/1435	CMP™ Customer Service	5 Days	3900 SAR	Al-Khobar
19/01/2014	18/03/1435	Competitive Marketing skills & Excellence	5 Days	4100 SAR	Jeddah
26/01/2014	25/03/1435	E-Marketing Course	5 Days	4100 SAR	Jeddah
26/01/2014	25/03/1435	Customer Relationship Management	5 Days	4100 SAR	Riyadh

February 2014

Management & Supervisory Programs



02/02/2014	02/04/1435	CMP™ Business Etiquette	5 Days	3900 SAR	Riyadh
02/02/2014	02/04/1435	CPM™ Decision Making	5 Days	4300 SAR	Jeddah
02/02/2014	02/04/1435	CPM™ Planning And Performance	5 Days	4300 SAR	Al-Khobar
09/02/2014	09/04/1435	CMP™ Leadership	5 Days	3900 SAR	Al-Khobar
09/02/2014	09/04/1435	Total Quality Management TQM	5 Days	4300 SAR	Jeddah
09/02/2014	09/04/1435	Effective Supervisory & On The Job	5 Days	4500 SAR	Riyadh
09/02/2014	09/04/1435	CPM™ Successful Manger Skills	5 Days	4300 SAR	Riyadh
09/02/2014	09/04/1435	Modern Method For Hospital Management	5 Days	4100 SAR	Al-Khobar
09/02/2014	09/04/1435	Report Writing and preparation Skills	5 Days	4100 SAR	Jeddah
15/02/2014	15/04/1435	Self Confidence	1 Day	500 SAR	Al-Khobar
16/02/2014	16/04/1435	Business Process Management BPM	5 Days	3400 \$	Dubai
16/02/2014	16/04/1435	Balanced Score Card BSC	5 Days	4100 SAR	Al-Khobar
16/02/2014	16/04/1435	CMP™ Business Communication	5 Days	3900 SAR	Riyadh
16/02/2014	16/04/1435	Modern Management For Stores	5 Days	4100 SAR	Riyadh
23/02/2014	23/04/1435	CPM™ Leadership Advance	5 Days	4300 SAR	Riyadh
23/02/2014	23/04/1435	Change Management & successful	5 Days	4100 SAR	Riyadh
23/02/2014	23/04/1435	Modern Management For Stores	5 Days	4100 SAR	Jeddah
23/02/2014	23/4/1435	ISO 9001 - 2000	5 Days	4100 SAR	Al-Khobar

Project Management Programs

02/02/2014	02/04/1435	Economic Feasibility Study Course	5 Days	4100 SAR	Riyadh
02/02/2014	02/04/1435	SIX SIGMA	5 Days	4100 SAR	Jeddah
02/01/2014	01/04/1435	Project Management Professional PMP	6 Days	5000 SAR	Al-Khobar
04/02/2014	04/04/1435	Project Management Professional PMP	7 Days	5000 SAR	Jeddah
11/02/2014	11/04/1435	Project Management Professional PMP	7 Days	5000 SAR	Riyadh
16/02/2014	16/04/1435	Project Management Professional PMP	6 Days	5000 SAR	Yanbu
16/02/2014	16/4/1435	Project Management Professional PMP	6 Days	5000 SAR	Al-Jubail
17/02/2014	17/04/1435	Project Management By MS Project	3 Days	3200 SAR	Jeddah
18/02/2014	18/04/1435	Project Management Professional PMP	7 Days	5000 SAR	Jeddah
23/02/2014	23/04/1435	Project Management Professional PMP	6 Days	5000 SAR	Riyadh
23/02/2014	23/04/1435	Modern Management For Contract &	6 Days	5000 SAR	Riyadh
23/02/2014	23/04/1435	Economic Feasibility Study Course	5 Days	4100 SAR	Al-Khobar

Human Resources Programs

02/02/2014	02/04/1435	Human Resources Management Skills	5 Days	4500 SAR	Riyadh
02/02/2014	02/04/1435	Personal Interviews Skills	5 Days	4100 SAR	Al-Khobar
09/02/2014	09/04/1435	Excellence Planning For Manpower &	5 Days	4100 SAR	Al-Khobar
23/02/2014	23/04/1435	International Variables in Human	5 Days	4100 SAR	Jeddah

Office & Time management Programs

09/02/2014	09/04/1435	Time Self & Stress Management	5 Days	4100 SAR	Riyadh
09/02/2014	09/04/1435	Time Self & Stress Management	5 Days	4100 SAR	Jeddah
16/02/2014	16/04/1435	Self Development For Administrative	5 Days	4100 SAR	Jeddah
16/02/2014	16/04/1435	Modern Secretarial Skills & Organization	5 Days	4100 SAR	Riyadh
16/02/2014	16/04/1435	Reception Staff & Front Office Users Skills	5 Days	4100 SAR	Al-Khobar
23/02/2014	23/04/1435	Report Writing and preparation Skills	5 Days	4100 SAR	Riyadh
23/02/2014	23/04/1435	Technical Method For Organize Files &	5 Days	4100 SAR	Al-Khobar

Security & safety Programs

09/02/2014	09/04/1435	Safety Officer Level 2	5 Days	4200 SAR	Al-Khobar
16/02/2014	16/04/1435	OSHA 30	5 Days	4200 SAR	Riyadh
16/02/2014	16/04/1435	Environmental Site Assessment & Risk	5 Days	4200 SAR	Jeddah
16/02/2014	16/04/1435	Men's security guards	5 Days	4200 SAR	Jeddah
23/02/2014	23/04/1435	OSHA 30	5 Days	4200 SAR	Al-Khobar

Finance & Accounting Programs

02/02/2014	02/04/1435	Rules & Process For Government	5 Days	4100 SAR	Jeddah
16/02/2014	16/04/1435	Financial Analysis & Preparation Budget	5 Days	4100 SAR	Riyadh
16/02/2014	16/4/1435	Financial Analysis & Preparation Budget	5 Days	4100 SAR	Al-Khobar
23/02/2014	23/4/1435	Technical Analysis For Stock Market	5 Days	5600 SAR	Riyadh
23/02/2014	23/04/1435	Technical Analysis For Stock Market	5 Days	5600 SAR	Jeddah
23/02/2014	23/04/1435	Accounting & checking Financial	5 Days	4100 SAR	Jeddah

Sales & Marketing Programs

02/02/2014	02/04/1435	Sales Manager Certified CSM	5 Days	4500 SAR	Riyadh
09/02/2014	09/04/1435	Sales Skills	5 Days	3900 SAR	Jeddah
16/02/2014	16/04/1435	Customer Relationship Management	5 Days	4100 SAR	Riyadh
16/02/2014	16/04/1435	E-Marketing Course	5 Days	4100 SAR	Al-Khobar
23/02/2014	23/04/1435	E-Marketing Course	5 Days	4100 SAR	Jeddah

March 2014



Management & Supervisory Programs

02/03/2014	01/05/1435	CPM™ Leadership Advance	5 Days	4300 SAR	Jeddah
02/03/2014	01/05/1435	CPM™ Decision Making	5 Days	4300 SAR	Al-Khobar
09/03/2014	08/05/1435	Team Building Skills Course	5 Days	4100 SAR	Riyadh
09/03/2014	08/05/1435	CMP™ Business Communication	5 Days	3900 SAR	Al-Khobar
16/03/2014	15/05/1435	Customer Relationship Management	5 Days	4100 SAR	Riyadh
16/03/2014	15/05/1435	CPM™ Planning And Performance	5 Days	4300 SAR	Riyadh
16/03/2014	15/05/1435	Technical Reports Writing	5 Days	4100 SAR	Al-Khobar
16/03/2014	15/05/1435	Total Quality Management TQM	5 Days	4300 SAR	Al-Khobar
23/03/2014	22/05/1435	Events & Conferences Management	5 Days	5500 SAR	Riyadh
23/03/2014	22/05/1435	Modern Management Of Contracts &	5 Days	4100 SAR	Jeddah
23/03/2014	22/05/1435	CMP™ Business Communication	5 Days	3900 SAR	Jeddah
23/03/2014	22/05/1435	Production Management	5 Days	4100 SAR	Al-Khobar
23/03/2014	22/05/1435	Real Estate Evaluation	5 Days	4100 SAR	Al-Khobar
22/03/2014	21/05/1435	Effective Discussion Skills	1 Day	500 SAR	Al-Khobar

Project Management Programs

03/03/2014	02/05/1435	Project Management By MS Project	3 Days	3200 SAR	Jeddah
03/02/2014	30/04/1435	Project Management Professional PMP	6 Days	5000 SAR	Al-Khobar
10/03/2014	09/05/1435	Project Management Professional PMP	7 Days	5000 SAR	Jeddah
16/03/2014	15/05/1435	Project Management Professional PMP	7 Days	5000 SAR	Riyadh
21/03/2014	20/05/1435	Project Management Professional PMP	5 Days	3800 \$	Turkey
23/03/2014	22/05/1435	Project Management Professional PMP	6 Days	5000 SAR	Al-Khobar
24/03/2014	23/05/1435	Project Management Professional PMP	7 Days	5000 SAR	Riyadh
29/03/2014	28/05/1435	Preparation For PMP Certification Exam	3 Days	3400 SAR	Riyadh
29/03/2014	28/05/1435	Preparation For PMP Certification Exam	يومين	2900 SAR	Jeddah
30/03/2014	29/05/1435	Project Management Professional PMP	7 Days	5000 SAR	Mecca Al-Mokarramah

Human Resources Programs

09/03/2014	08/05/1435	Human Resources Management Skills	5 Days	4500 SAR	Jeddah
09/03/2014	08/05/1435	Modern Method For Human Resource	5 Days	3200 \$	Dubai
16/03/2014	15/05/1435	Strategic Management For Human	5 Days	4500 SAR	Riyadh
30/03/2014	29/05/1435	Saudi Labour System	5 Days	3700	Riyadh

Sales & Marketing Programs

02/03/2014	01/05/1435	Telemarketing skills	5 Days	4100 SAR	Riyadh
02/03/2014	01/05/1435	Sales Skills & Excellence Service	5 Days	3900 SAR	Riyadh
02/03/2014	01/05/1435	Sales Skills & Excellence Service	5 Days	3900 SAR	Jeddah
02/03/2014	01/05/1435	Competitive Marketing skills & Excellence	5 Days	4100 SAR	Jeddah
23/03/2014	22/05/1435	Leadership In Sales	5 Days	3900 SAR	Al-Khobar

Office & Time management Programs

02/03/2014	01/05/1435	Successful Administrative Assistant	5 Days	4100 SAR	Riyadh
16/03/2014	15/05/1435	Modern Secretarial Skills & Organization	5 Days	4100 SAR	Riyadh
16/03/2014	15/05/1435	Modern Secretarial Skills & Organization	5 Days	4100 SAR	Jeddah
23/03/2014	22/05/1435	Government Business Process	5 Days	4100 SAR	Al-Khobar

Security & safety Programs

02/03/2014	01/05/1435	IOSH Safety Course	5 Days	4200 SAR	Jeddah
15/03/2014	14/05/1435	Dealing With Fire Hazards	2 Days	2800 SAR	Al-Khobar
23/03/2014	22/05/1435	Certified Security Manager CSM	5 Days	4750 SAR	Riyadh
23/03/2014	22/05/1435	NEBOSH Safety Course	5 Days	4200 SAR	Al-Khobar
23/03/2014	22/05/1435	Men's protection training course	5 Days	4200 SAR	Al-Khobar

Finance & Accounting Programs

09/03/2014	08/05/1435	Chartered Financial Analyst CFA	5 Days	4500 SAR	Riyadh
16/03/2014	15/05/1435	Advanced Financial Accounting	5 Days	4100 SAR	Jeddah
16/03/2014	15/05/1435	Technical Analysis (Beginning)	5 Days	5600 SAR	Al-Khobar
23/03/2014	22/05/1435	Finance For Non Financial Managers	5 Days	4100 SAR	Jeddah
23/03/2014	22/05/1435	Financial Analysis & Preparation Budget	5 Days	4100 SAR	Jeddah

April 2014



Management & Supervisory Programs

06/04/2014	06/06/1435	CPM™ Planning And Performance	5 Days	4300 SAR	Riyadh
06/04/2014	06/06/1435	CPM™ Planning And Performance	5 Days	4300 SAR	Jeddah
06/04/2014	06/06/1435	CPM™ Leadership Advance	5 Days	4300 SAR	Al-Khobar
06/04/2014	06/06/1435	CMP™ Business Etiquette	5 Days	3900 SAR	Al-Khobar
13/04/2014	13/06/1435	Strategic Planning Management	5 Days	4400 SAR	Riyadh
13/04/2014	13/06/1435	CMP™ Leadership	5 Days	3900 SAR	Riyadh
13/04/2014	13/06/1435	Creative Thinking	5 Days	4100 SAR	Riyadh
13/04/2014	13/06/1435	Professional Diploma For Organization	10 Days	5900 SAR	Jeddah
13/04/2014	13/06/1435	Creative Thinking	5 Days	4100 SAR	Jeddah
13/04/2014	13/06/1435	Team Building Skills Course	5 Days	4100 SAR	Jeddah
13/04/2014	13/06/1435	Seven Habits	5 Days	4100 SAR	Al-Khobar
13/04/2014	13/06/1435	Team Building Skills Course	5 Days	4100 SAR	Al-Khobar
13/04/2014	13/06/1435	Effective Negotiation Skills	5 Days	4100 SAR	Al-Khobar
20/04/2014	20/06/1435	Technical Reports Writing	5 Days	4100 SAR	Jeddah
20/04/2014	20/06/1435	Successful Leadership & Management Of	5 Days	3800 \$	Istanbul
20/04/2014	20/06/1435	Creative Thinking	5 Days	4100 SAR	Al-Khobar
26/04/2014	26/06/1435	Effective Supervisory & On The Job	5 Days	4500 SAR	Riyadh
27/04/2014	27/06/1435	Japanese experience In Management	5 Days	2400 \$	Jordan
27/04/2014	27/06/1435	The Development Of Public Relations	5 Days	4100 SAR	Al-Khobar
27/04/2014	27/06/1435	Management investigation Skills	5 Days	4100 SAR	Al-Khobar

Project Management Programs

05/04/2014	05/06/1435	Project Management Professional PMP	6 Days	5000 SAR	Al-Khobar
08/04/2014	08/06/1435	Project Management Professional PMP	7 Days	5000 SAR	Jeddah
13/04/2014	13/06/1435	Project Management Professional PMP	7 Days	5000 SAR	Riyadh
13/04/2014	13/06/1435	Project Management Professional PMP	7 Days	5000 SAR	Riyadh
13/04/2014	13/06/1435	Value Engineering	5 Days	5000 SAR	Al-Khobar
20/04/2014	20/06/1435	Engineering supervision and assets of	5 Days	4500 SAR	Riyadh
20/04/2014	20/06/1435	Economic Feasibility Study Course	5 Days	4100 SAR	Jeddah
21/04/2014	21/06/1435	Project Management By MS Project	3 Days	3200 SAR	Jeddah
22/04/2014	22/06/1435	Project Management Professional PMP	7 Days	5000 SAR	Jeddah

Human Resources Programs

13/04/2014	13/06/1435	Human Resources Management Skills	5 Days	4500 SAR	Jeddah
20/04/2014	20/06/1435	Human Resources Management Skills	5 Days	4500 SAR	Riyadh
20/04/2014	20/06/1435	Human Resources Management Skills	5 Days	4500 SAR	Al-Khobar

Office & Time management Programs

06/04/2014	06/06/1435	Management & Organization Of Meetings	5 Days	4100 SAR	Al-Khobar
20/04/2014	20/06/1435	Approved Office Manager	5 Days	4100 SAR	Riyadh
20/04/2014	20/06/1435	Administrative Secretarial & Electronic	5 Days	4100 SAR	Al-Khobar
27/04/2014	27/06/1435	Successful Administrative Assistant	5 Days	4100 SAR	Jeddah
27/04/2014	27/06/1435	Time & Stress Management	5 Days	4100 SAR	Jeddah
27/04/2014	27/06/1435	Administrative Reports Writing Skills	5 Days	4100 SAR	Al-Khobar

Security & safety Programs

06/04/2014	06/06/1435	NEBOSH IGC	1 Month	8000 SAR	Al-Khobar
20/04/2014	20/06/1435	Safety in educational places and ways to	2 Days	2800 SAR	Jeddah
20/04/2014	20/06/1435	OSHA 30	5 Days	4200 SAR	Jeddah
27/04/2014	27/06/1435	NEBOSH	5 Days	4200 SAR	Riyadh
27/04/2014	27/06/1435	Safety Officer Level 1	5 Days	4200 SAR	Al-Khobar

Finance & Accounting Programs

06/04/2014	06/06/1435	Accounting principles	5	4100 SAR	Riyadh
06/04/2014	06/06/1435	Financial Analysis & Preparation Budget	5 Days	4100 SAR	Jeddah
20/04/2014	20/06/1435	Financial Risk Skills	5 Days	4100 SAR	Jeddah
27/04/2014	27/06/1435	Accounting & Financial Analysis Tools	5 Days	4100 SAR	Jeddah

Sales & Marketing Programs

06/04/2014	06/06/1435	CMP™ Customer Service	5 Days	3900 SAR	Riyadh
06/04/2014	06/06/1435	CMP™ Customer Service	5 Days	3900 SAR	Jeddah
13/04/2014	13/06/1435	E-Marketing Course	5 Days	4500 SAR	Al-Khobar
20/04/2014	20/06/1435	Selling Skills For Professionals	5 Days	4100SAR	Riyadh

May 2014



Management & Supervisory Programs

04/05/2014	05/07/1435	CMP™ Business Etiquette	5 Days	3900 SAR	Riyadh
04/05/2014	05/07/1435	Events & Conferences Management	5 Days	5500 SAR	Riyadh
04/05/2014	05/07/1435	CPM™ Successful Manger Skills	5 Days	4300 SAR	Jeddah
04/05/2014	05/07/1435	Preparation & Awarding For Contracts &	5 Days	4100 SAR	Jeddah
04/05/2014	05/07/1435	CPM™ Successful Manger Skills	5 Days	4300 SAR	Al-Khobar
11/05/2014	12/07/1435	Creative Thinking	5 Days	4100 SAR	Jeddah
11/05/2014	Personal	Personal Job Interview Skills	5 Days	4100 SAR	Jeddah
11/05/2014	12/07/1435	CPM™ Successful Manger Skills	5 Days	4300 SAR	Riyadh
11/05/2014	12/07/1435	Team Building Skills Course	5 Days	4100 SAR	Riyadh
11/05/2014	12/07/1435	Effective Supervisory & On The Job	5 Days	4500 SAR	Al-Khobar
11/05/2014	12/07/1435	CMP™ Business Communication	5 Days	3900 SAR	Al-Khobar
18/05/2014	19/07/1435	Stores management	5 Days	4100 SAR	Al-Khobar
18/05/2014	19/07/1435	Administrative Reports Writing Skills	5 Days	4100 SAR	Jeddah
18/05/2014	19/07/1435	Technical Reports Writing	5 Days	4100 SAR	Yanbu
18/05/2014	19/07/1435	Sales Skills & Excellence Service	5 Days	4300 SAR	Jeddah
25/05/2014	26/07/1435	Effective Supervisory & On The Job	5 Days	4500 SAR	Riyadh
25/05/2014	26/07/1435	CPM™ Planning And Performance	5 Days	4300 SAR	Riyadh
25/05/2014	26/07/1435	Modern Management For Stores	5 Days	4100 SAR	Jeddah
25/05/2014	26/07/1435	Delegation Skills	5 Days	4100 SAR	Jeddah
25/05/2014	26/07/1435	Presentation Skills	5 Days	4100 SAR	Al-Khobar
25/05/2014	26/07/1435	Emotional Intelligence	5 Days	4100 SAR	Al-Khobar

Project Management Programs

03/05/2014	04/07/1435	Project Management Professional PMP	6 Days	5000 SAR	Al-Khobar
11/05/2014	12/07/1435	Project Management Professional PMP	7 Days	5000 SAR	Riyadh
13/05/2014	14/07/1435	Project Management Professional PMP	7 Days	5000 SAR	Jeddah
18/05/2014	19/07/1435	SIX SEGMA	5 Days	4100 SAR	Jeddah
24/05/2014	25/07/1435	Project Management Professional PMP	6 Days	5000 SAR	Al-Khobar
26/05/2014	27/07/1435	Project Management By MS Project	3 Days	3200 SAR	Jeddah
27/05/2014	28/07/1435	Project Management Professional PMP	7 Days	5000 SAR	Riyadh

Human Resources Programs

04/05/2014	05/07/1435	Employees Relation ER	5 Days	4100 SAR	Al-Khobar
04/05/2014	05/07/1435	Strategic Management For Human	5 Days	4100 SAR	Jeddah
18/05/2014	19/07/1435	Human Resources Management Skills	5 Days	4500 SAR	Riyadh
18/05/2014	19/07/1435	Human Resources Management Skills	5 Days	4500 SAR	Jeddah
25/05/2014	26/07/1435	Saudi Labour System	5 Days	3700 SAR	Jeddah

Office & Time management Programs

04/05/2014	05/07/1435	Administrative Secretarial & Electronic	5 Days	4100 SAR	Jeddah
04/05/2014	05/07/1435	Modern Secretarial Skills & Organization	5 Days	4100 SAR	Al-Khobar
04/05/2014	05/07/1435	Successful Administrative Assistant	5 Days	4100 SAR	Al-Khobar
18/05/2014	09/07/1435	Advanced Executive Secretarial	5 Days	4100 SAR	Riyadh
18/05/2014	19/07/1435	Management & Organization Of Meetings	5 Days	4100 SAR	Jeddah
18/05/2014	19/07/1435	Time Self & Stress Management	5 Days	4100 SAR	Al-Khobar

Security & safety Programs

04/05/2014	05/07/1435	Safety Officer Level 1	5 Days	4200 SAR	Riyadh
11/05/2014	12/07/1435	Dealing With The Fire	5 Days	4200 SAR	Al-Khobar
18/05/2014	19/07/1435	OSHA 30	5 Days	4200 SAR	Riyadh
18/05/2014	19/07/1435	OSHA 30	5 Days	4200 SAR	Jeddah
25/05/2014	26/07/1435	OSHA 30	5 Days	4200 SAR	Al-Khobar

Sales & Marketing Programs

18/05/2014	19/07/1435	Selling Skills Development	5 Days	4100 SAR	Al-Khobar
18/05/2014	19/07/1435	Sales Manager Certified SMC	5 Days	4100 SAR	Riyadh
25/05/2014	26/07/1435	CMP™ Customer Service	5 Days	3900 SAR	Riyadh
25/05/2014	26/07/1435	CMP™ Customer Service	5 Days	3900 SAR	Jeddah

Finance & Accounting Programs

04/05/2014	05/07/1435	Audit & Financial Control	5 Days	4100 SAR	Jeddah
04/05/2014	05/07/1435	International Accounting Standards &	5 Days	4100 SAR	Jeddah
18/05/2014	19/07/1435	International Accounting Standards &	5 Days	4100 SAR	Al-Khobar

June 2014



Management & Supervisory Programs

01/06/2014	03/08/1435	CPM™ Planning And Performance	5 Days	4300 SAR	Riyadh
01/06/2014	03/08/1435	CMP™ Leadership	5 Days	3900 SAR	Jeddah
01/06/2014	03/08/1435	CPM™ Decision Making	5 Days	4300 SAR	Al-Khobar
01/06/2014	03/08/1435	Administrative Reports Writing Skills	5 Days	4100 SAR	Al-Khobar
08/06/2014	10/08/1435	Effective Negotiation Skills	5 Days	4100 SAR	Jeddah
08/06/2014	10/08/1435	CPM™ Decision Making	5 Days	4300 SAR	Jeddah
08/06/2014	10/08/1435	CMP™ Business Etiquette	5 Days	3900 SAR	Riyadh
08/06/2014	10/08/1435	Modern Management For Stores	5 Days	4100SAR	Riyadh
08/06/2014	10/08/1435	CMP™ Leadership	5 Days	3900 SAR	Al-Khobar
08/06/2014	10/08/1435	Technical Reports Writing	5 Days	4100SAR	Al-Khobar
08/06/2014	10/08/1435	Crisis Management	5 Days	4100SAR	Al-Khobar
15/06/2014	17/08/1435	Creative Thinking	5 Days	4100SAR	Jeddah
15/06/2014	17/08/1435	Seven Habits	5 Days	4100SAR	Jeddah
15/06/2014	17/08/1435	CMP™ Leadership	5 Days	3900 SAR	Riyadh
15/06/2014	17/08/1435	CPM™ Leadership Advance	5 Days	4300 SAR	Riyadh
15/06/2014	06/08/1435	Seven Habits	5 Days	4100SAR	Al-Khobar
15/06/2014	06/08/1435	Training The Trainers	5 Days	5000 SAR	Al-Khobar
15/06/2014	06/08/1435	CMP™ Business Communication	5 Days	3900 SAR	Al-Khobar
22/06/2014	24/08/1435	CPM™ Planning And Performance	5 Days	4300 SAR	Riyadh
22/06/2014	13/08/1435	Performance Evaluation	5 Days	4100 SAR	Al-Khobar
29/06/2014	02/09/1435	CPM™ Planning And Performance	5 Days	4300 SAR	Jeddah

Project Management Programs

03/06/2014	05/08/1435	Project Management Professional PMP	7 Days	5000 SAR	Jeddah
07/06/2014	09/08/1435	Project Management Professional PMP	6 Days	5000 SAR	Al-Khobar
08/06/2014	10/08/1435	Project Management By Premevera	5 Days	5000 SAR	Riyadh
15/06/2014	17/08/1435	Economic Feasibility Study Course	5 Days	4100 SAR	Al-Khobar
16/06/2014	18/08/1435	Project Management By MS Project	3 Days	3200 SAR	Jeddah
17/06/2014	19/08/1435	Project Management Professional PMP	7 Days	5000 SAR	Jeddah
22/06/2014	24/08/1435	Preparation For PMP Certification Exam	3 Days	3500 \$	Turkey
29/06/2014	02/09/1435	Economic Feasibility Study Course	5 Days	4100 SAR	Riyadh
29/06/2014	02/09/1435	Project Management Professional PMP	7 Days	5000 SAR	Riyadh

Human Resources Programs

08/06/2014	10/08/1435	Saudi Labour System	5 Days	3700 SAR	Al-Khobar
15/06/2014	17/08/1435	Performance Evaluation	5 Days	4100 SAR	Jeddah
15/06/2014	17/08/1435	Human Resources Management Skills	5 Days	4500 SAR	Jeddah
29/06/2014	02/09/1435	Human Resources Management Skills	5 Days	4500 SAR	Riyadh

Security & safety Programs

08/06/2014	10/08/1435	Accident Investigation & Report Writing	5 Days	4200 SAR	Jeddah
15/06/2014	17/08/1435	Men's protection training course	5 Days	4200 SAR	Jeddah
22/06/2014	24/08/1435	OSHA 30	5 Days	4200 SAR	Jeddah
22/06/2014	24/08/1435	Certified Security Manager CSM	5 Days	4750 SAR	Riyadh
22/06/2014	13/08/1435	Accident Investigation & Report Writing	5 Days	4200 SAR	Al-Khobar
29/06/2014	02/09/1435	OSHA 30	5 Days	4200 SAR	Al-Khobar

Office & Time management Programs

22/06/2014	24/08/1435	Time Self & Stress Management	5 Days	4100 SAR	Al-Khobar
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Finance & Accounting Programs

01/06/2014	03/08/1435	Finance For Non Financial Managers	5 Days	4100SAR	Riyadh
15/06/2014	17/08/1435	Financial Analysis & Preparation Budget	5 Days	4100 SAR	Riyadh
22/06/2014	24/08/1435	Accounting & Financial Analysis Tools	5 Days	4100SAR	Jeddah
22/06/2014	24/08/1435	Finance For Non Financial Managers	5 Days	4100SAR	Jeddah
29/06/2014	02/09/1435	Advanced Technical analysis	5 Days	5600 SAR	Jeddah
29/06/2014	02/09/1435	International Accounting Standards	5 Days	4100SAR	Al-Khobar

Sales & Marketing Programs

08/06/2014	10/08/1435	CMP™ Customer Service	5 Days	3900 SAR	Al-Khobar
15/06/2014	17/08/1435	E-Marketing Course	5 Days	4100 SAR	Riyadh
29/06/2014	02/09/1435	CMP™ Customer Service	5 Days	3900 SAR	Jeddah
29/06/2014	02/09/1435	E-Marketing Course	5 Days	4100 SAR	Jeddah

July 2014



Management & Supervisory Programs

06/07/2014	09/09/1435	Seven Habits	5 Days	4100 SAR	Al-Khobar
06/07/2014	09/09/1435	CPM™ Planning And Performance	5 Days	4300 SAR	Riyadh
06/07/2014	09/09/1435	Effective Supervisory & On The Job	5 Days	4500 SAR	Jeddah
06/07/2014	09/09/1435	CMP™ Leadership	5 Days	3900 SAR	Jeddah
13/07/2014	16/09/1435	Preparation & Awarding For Contracts &	5 Days	4100 SAR	Jeddah
13/07/2014	16/09/1435	Team Building Skills Course	5 Days	4100 SAR	Riyadh
20/07/2014	23/09/1435	CPM™ Successful Manger Skills	5 Days	4300 SAR	Jeddah

Project Management Programs

01/07/2014	03/09/1435	Project Management By MS Project	3 Days	3200 SAR	Jeddah
05/07/2014	08/09/1435	Project Management Professional PMP	6 Days	5000 SAR	Al-Khobar
07/07/2014	10/09/1435	Project Management Professional PMP	7 Days	5000 SAR	Jeddah
16/07/2014	19/09/1435	Project Management Professional PMP	7 Days	5000 SAR	Riyadh
13/07/2014	16/09/1435	Preparation For PMP Certification Exam	3 Days	3200 SAR	Riyadh

Office & Time management Programs

06/07/2014	09/09/1435	Time Self & Stress Management	5 Days	4100SAR	Riyadh
06/07/2014	09/09/1435	Modern Secretarial Skills & Organization	5 Days	4100 SAR	Jeddah

Security & safety Programs

27/07/2014	12/09/1435	OSHA 30	5 Days	4200 SAR	Riyadh
06/07/2014	09/09/1435	Men's protection training course	5 Days	4200 SAR	Jeddah
13/07/2014	16/09/1435	Environmental Site Assessment & Risk	5 Days	4200 SAR	Jeddah

Finance & Accounting Programs

06/07/2014	09/09/1435	Chartered Financial Analyst CFA	5 Days	4500 SAR	Riyadh
13/07/2014	16/09/1435	Financial Risk Skills	5 Days	4100 SAR	Jeddah

Sales & Marketing Programs

13/07/2014	16/09/1435	Selling Skills For Professionals	5 Days	4100SAR	Riyadh
13/07/2014	16/09/1435	Sales Skills	5 Days	4100SAR	Jeddah
06/07/2014	09/09/1435	Competitive Marketing skills & Excellence	5 Days	4100SAR	Jeddah

August 2014



Management & Supervisory Programs

03/08/2014	07/10/1435	Crisis Management	5 Days	4100 SAR	Jeddah
10/08/2014	14/10/1435	CMP™ Business Communication	5 Days	4100 SAR	Jeddah
17/08/2014	21/10/1435	CPM™ Successful Manger Skills	5 Days	4300 SAR	Riyadh
17/08/2014	21/10/1435	Emotional Intelligence	5 Days	4100 SAR	Jeddah
17/08/2014	17/10/1435	CPM™ Planning And Performance	5 Days	4300 SAR	Al-Khobar
17/08/2014	17/10/1435	Stores management	5 Days	4100 SAR	Al-Khobar
17/08/2014	17/10/1435	CMP™ Business Etiquette	5 Days	3900 SAR	Al-Khobar
23/08/2014	27/10/1435	Planning For Family Budget	1 Day	500 SAR	Al-Khobar
24/08/2014	28/10/1435	Technical Reports Writing	5 Days	4100 SAR	Jeddah
24/08/2014	28/10/1435	Administrative Reports Writing Skills	5 Days	4100 SAR	Al-Khobar
24/08/2014	28/10/1435	Training The Trainers	5 Days	5000 SAR	Al-Khobar
24/08/2014	28/10/1435	Presentation Skills	5 Days	4100 SAR	Al-Khobar
31/08/2014	05/11/1435	CPM™ Leadership Advance	5 Days	4300 SAR	Riyadh
31/08/2014	05/11/1435	Strategic Management	5 Days	4100 SAR	Riyadh
31/08/2014	05/11/1435	Effective Supervisory & On The Job	5 Days	4600 SAR	Riyadh
31/08/2014	05/11/1435	Management Skills For Supervisors	5 Days	4100 SAR	Jeddah
31/08/2014	05/11/1435	CPM™ Leadership Advance	5 Days	4300 SAR	Al-Khobar
31/08/2014	05/11/1435	Emotional Intelligence	5 Days	4100 SAR	Al-Khobar
31/08/2014	05/11/1435	Delegation Skills	5 Days	4100 SAR	Al-Khobar
31/08/2014	05/11/1435	Modern Management Of Contracts &	5 Days	4100 SAR	Al-Khobar

Project Management Programs

12/08/2014	16/10/1435	Project Management Professional PMP	7 Days	5000 SAR	Jeddah
16/08/2014	20/10/1435	Project Management Professional PMP	6 Days	5000 SAR	Al-Khobar
17/08/2014	21/10/1435	Project Management Professional PMP	7 Days	5000 SAR	Riyadh
24/08/2014	28/10/1435	Project Management Professional PMP	5 Days	3400 \$	Dubai
24/08/2014	28/10/1435	Project Management By MS Project	3 Days	3200 SAR	Riyadh
25/08/2014	29/10/1435	Project Management By MS Project	3 Days	3200 SAR	Jeddah
30/08/2014	04/11/1435	Project Management Professional PMP	6 Days	5000 SAR	Al-Khobar
31/08/2014	05/11/1435	Project Management By MS Project	5 Days	4100 SAR	Al-Khobar
31/08/2014	05/11/1435	Project Management Professional PMP	7 Days	5000 SAR	Riyadh
31/08/2014	05/11/1435	Rules & Process For Government	7 Days	4100 SAR	Riyadh
31/08/2014	05/11/1435	Value Engineering	5 Days	5000 SAR	Al-Khobar

Office & Time management Programs

10/08/2014	14/10/1435	Office Management	5 Days	4100 SAR	Jeddah
17/08/2014	21/10/1435	Successful Administrative Assistant	5 Days	4100 SAR	Riyadh
24/08/2014	28/10/1435	Successful Administrative Assistant	5 Days	4100 SAR	Al-Khobar
24/08/2014	28/10/1435	Modern Secretarial Skills & Organization	5 Days	4100 SAR	Riyadh
31/08/2014	05/11/1435	Modern Secretarial Skills & Organization	5 Days	4100 SAR	Al-Khobar

Security & safety Programs

17/08/2014	21/10/1435	OSHA 30	5 Days	4200 SAR	Jeddah
24/08/2014	28/10/1435	NEBOSH	5 Days	4200 SAR	Riyadh
24/08/2014	28/10/1435	Safety Officer Level 1	5 Days	4200 SAR	Al-Khobar

Finance & Accounting Programs

24/08/2014	28/10/1435	Accounting principles	5 Days	4100 SAR	Riyadh
31/08/2014	05/11/1435	Advanced Technical Analysis	5 Days	5600 SAR	Jeddah
31/08/2014	05/11/1435	Advanced Financial Accounting	5 Days	4100 SAR	Jeddah
31/08/2014	05/11/1435	Accounting & checking Financial	5 Days	4100 SAR	Jeddah

Human Resources Programs

17/08/2014	21/10/1435	International Human Resources	5 Days	4500 SAR	Riyadh
24/08/2014	28/10/1435	Human Resources Management Skills	5 Days	4500 SAR	Riyadh
24/08/2014	28/10/1435	Performance Evaluation	5 Days	4100 SAR	Jeddah
24/08/2014	28/10/1435	Saudi Labour System	5 Days	3700 SAR	Al-Khobar

Sales & Marketing Programs

03/08/2014	07/10/1435	E-Marketing Course	5 Days	4100 SAR	Jeddah
17/08/2014	21/10/1435	Marketing Strategy Course	5 Days	4100 SAR	Riyadh
31/08/2014	05/11/1435	Sales Manager Certified SMC	5 Days	4500 SAR	Riyadh

September 2014



Management & Supervisory Programs

07/09/2014	12/11/1435	Events & Conferences Management	5 Days	5500 SAR	Riyadh
07/09/2014	12/11/1435	Self Development For Administrative	5 Days	4100 SAR	Jeddah
07/09/2014	12/11/1435	Rules & Process For Government	5 Days	4100 SAR	Jeddah
07/09/2014	12/11/1435	CMP™ Business Etiquette	5 Days	3900 SAR	Riyadh
07/09/2014	12/11/1435	CPM™ Decision Making	5 Days	4300 SAR	Riyadh
07/09/2014	12/11/1435	Time & Stress Management	5 Days	4100 SAR	Al-Khobar
07/09/2014	12/11/1435	CPM™ Leadership Advance	5 Days	4100 SAR	Al-Khobar
07/09/2014	12/11/1435	Modern Method For Hospital Management	5 Days	4100 SAR	Al-Khobar
14/09/2014	19/11/1435	CMP™ Leadership	5 Days	3900 SAR	Al-Khobar
21/09/2014	26/11/1435	CMP™ Business Communication	5 Days	3900 SAR	Riyadh
21/09/2014	26/11/1435	CPM™ Decision Making	5 Days	4300 SAR	Jeddah
21/09/2014	26/11/1435	Modern Management For Stores	5 Days	4100 SAR	Jeddah
21/09/2014	26/11/1435	Six Hats	5 Days	4100 SAR	Al-Khobar
21/09/2014	26/11/1435	CPM™ Planning And Performance	5 Days	4300 SAR	Al-Khobar
21/09/2014	26/11/1435	Total Quality Management TQM	5 Days	4300 SAR	Al-Khobar
21/09/2014	26/11/1435	Balanced Score Card BSC	5 Days	4100 SAR	Al-Khobar
28/09/2014	04/12/1435	Excellence Business Management By	5 Days	4100 SAR	Riyadh
28/09/2014	04/12/1435	Modern Management Of Contracts &	5 Days	4100 SAR	Riyadh
28/09/2014	04/12/1435	Creative Thinking	5 Days	4100 SAR	Al-Khobar
28/09/2014	04/12/1435	Production Management	5 Days	4100 SAR	Al-Khobar

Project Management Programs

02/09/2014	07/11/1435	Project Management Professional PMP	7 Days	5000 SAR	Jeddah
06/09/2014	11/11/1435	Project Management Professional PMP	6 Days	5000 SAR	Al-Khobar
07/09/2014	12/11/1435	Project Management Professional PMP	7 Days	5000 SAR	Riyadh
14/09/2014	19/11/1435	Project Management Professional PMP	7 Days	5000 SAR	Jeddah
21/09/2014	26/11/1435	Economic Feasibility Study Course	5 Days	4100 SAR	Al-Khobar
23/09/2014	28/11/1435	Project Management By MS Project	3 Days	3200 SAR	Jeddah
27/09/2014	03/12/1435	Project Management Professional PMP	6 Days	5000 SAR	Al-Khobar
28/09/2014	04/12/1435	Project Management Professional PMP	7 Days	5000 SAR	Riyadh
28/09/2014	04/12/1435	SIX SEGMA	5 Days	4100 SAR	Riyadh

Human Resources Programs

07/09/2014	12/11/1435	Human Resources Management Skills	5 Days	4500 SAR	Riyadh
14/09/2014	19/11/1435	Human Resources Management Skills	5 Days	4500 SAR	Al-Khobar
21/09/2014	26/11/1435	International Human Resources	5 Days	4100 SAR	Jeddah
28/09/2014	04/12/1435	Human Resources Management Skills	5 Days	4500 SAR	Jeddah

Office & Time management Programs

21/09/2014	26/11/1435	Time Self & Stress Management	5 Days	4100 SAR	Riyadh
14/09/2014	19/11/1435	Modern Secretarial Skills & Organization	5 Days	4100 SAR	Riyadh

Security & safety Programs

14/09/2014	19/11/1435	Security Officer	5 Days	4200 SAR	Riyadh
14/09/2014	19/11/1435	Safety Drive Skills	5 Days	4200 SAR	Al-Khobar
21/09/2014	26/11/1435	OSHA 30	5 Days	4200 SAR	Riyadh
21/09/2014	26/12/1435	Men's security guards	5 Days	4200 SAR	Jeddah
21/09/2014	26/12/1435	NEBOSH Award	5 Days	4200 SAR	Al-Khobar
28/09/2014	04/12/1435	Certified Security Manager CSM	5 Days	4750 SAR	Riyadh
28/09/2014	04/12/1435	Safety Officer Level 2	5 Days	4200 SAR	Al-Khobar

Finance & Accounting Programs

14/09/2014	19/11/1435	Financial Accounting For Beginner	5 Days	4100 SAR	Al-Khobar
21/09/2014	26/11/1435	Cash Flow Analysis	5 Days	4100 SAR	Jeddah
21/09/2014	26/11/1435	Finance For Non Financial Managers	5 Days	4100 SAR	Jeddah
21/09/2014	26/11/1435	Financial Analysis & Preparation Budget	5 Days	4100 SAR	Jeddah
21/09/2014	26/11/1435	Financial Risk Skills	5 Days	4100 SAR	Jeddah
28/09/2014	04/12/1435	Financial Analysis & Preparation Budget	5 Days	4100 SAR	Riyadh

Sales & Marketing Programs

14/09/2014	19/11/1435	Presentation Skills	5 Days	4500 SAR	Riyadh
14/09/2014	19/11/1435	Sales Skills	5 Days	4100 SAR	Al-Khobar
21/09/2014	26/11/1435	Marketing Call	5 Days	4100 SAR	Riyadh
14/09/2014	19/11/1435	CMP™ Customer Service	5 Days	3900 SAR	Al-Khobar

October 2014



Management & Supervisory Programs

12/10/2014	18/12/1435	CPM™ Decision Making	5 Days	4300 SAR	Riyadh
12/10/2014	18/12/1435	Time - Self & Stress Management	5 Days	4100 SAR	Jeddah
12/10/2014	18/12/1435	Team Building Skills Course	5 Days	4100 SAR	Jeddah
12/10/2014	18/12/1435	CPM™ Planning And Performance	5 Days	4300 SAR	Riyadh
12/10/2014	18/12/1435	CPM™ Successful Manger Skills	5 Days	4300 SAR	Riyadh
12/10/2014	18/12/1435	Balanced Score Card BSC	5 Days	4100 SAR	Jeddah
19/10/2014	25/12/1435	Technical Reports Writing	5 Days	4100 SAR	Riyadh
19/10/2014	25/12/1435	Team Building Skills Course	5 Days	4100 SAR	Riyadh
19/10/2014	25/12/1435	CMP™ Business Etiquette	5 Days	3900 SAR	Jeddah
19/10/2014	25/12/1435	CPM™ Successful Manger Skills	5 Days	4300 SAR	Al-Khobar
26/10/2014	02/01/1436	Emotional Intelligence	5 Days	4100 SAR	Jeddah
26/10/2014	02/01/1436	Effective Supervisory & On The Job	5 Days	4500 SAR	Yanbu
26/10/2014	02/01/1436	Team Building Skills Course	5 Days	4100 SAR	Al-Khobar

Project Management Programs

19/10/2014	25/11/1435	Project Management Professional PMP	7 Days	5000 SAR	Riyadh
25/10/2014	01/01/1436	Project Management Professional PMP	7 Days	5000 SAR	Al-Khobar
26/10/2014	02/01/1436	Project Management By MS Project	5 Days	4100 SAR	Al-Khobar
28/10/2014	04/01/1436	Project Management Professional PMP	7 Days	5000 SAR	Jeddah

Human Resources Programs

12/10/2014	18/12/1435	Performance Evaluation	5 Days	4100 SAR	Jeddah
26/10/2014	02/01/1436	Human Resources Management Skills	5 Days	4500 SAR	Riyadh

Office & Time management Programs

19/10/2014	25/12/1435	Modern Secretarial Skills & Organization	5 Days	4100 SAR	Jeddah
19/10/2014	25/12/1435	Time Self & Stress Management	5 Days	4100 SAR	Al-Khobar
26/10/2014	02/01/1436	Time Self & Stress Management	5 Days	4100 SAR	Riyadh

Finance & Accounting Programs

12/10/2014	18/12/1435	Chartered Financial Analyst CFA	5 Days	4500 SAR	Riyadh
12/10/2014	18/12/1435	Advanced Financial Accounting	5 Days	4100 SAR	Jeddah
19/10/2014	25/12/1435	Accounting principles	5 Days	4100 SAR	Al-Khobar
26/10/2014	02/01/1436	Finance For Non Financial Managers	5 Days	4100 SAR	Riyadh

Security & safety Programs

26/10/2014	02/01/1436	OSHA 30	5 Days	4100 SAR	Riyadh
26/10/2014	02/12/1435	OSHA 30	5 Days	4100 SAR	Jeddah

November 2014



Management & Supervisory Programs

02/11/2014	09/01/1436	CPM™ Decision Making	5 Days	4300SAR	Jeddah
02/11/2014	09/01/1436	Preparation & Report Writing Skills	5 Days	4100SAR	Jeddah
02/11/2014	09/01/1436	Effective Supervisory & On The Job	5 Days	4500 SAR	Al-Khobar
02/11/2014	09/01/1436	Administrative Reports Writing Skills	5 Days	4100 SAR	Al-Khobar
09/11/2014	16/01/1436	Effective Negotiation Skills	5 Days	4100 SAR	Jeddah
09/11/2014	16/01/1436	CMP™ Leadership	5 Days	3900 SAR	Riyadh
16/11/2014	23/01/1436	CMP™ Customer Service	5 Days	3900 SAR	Riyadh
16/11/2014	23/01/1436	CPM™ Decision Making	5 Days	4300 SAR	Riyadh
16/11/2014	23/01/1436	CPM™ Successful Manger Skills	5 Days	4300 SAR	Al-Khobar
16/11/2014	23/01/1436	CMP™ Business Communication	5 Days	3900 SAR	Al-Khobar
16/11/2014	23/01/1436	Japanese experience In Management	5 Days	4100 SAR	Al-Khobar
16/11/2014	23/01/1436	Effective Supervisory & On The Job	5 Days	4500 SAR	Jeddah
23/11/2014	01/02/1436	CPM™ Successful Manger Skills	5 Days	4300 SAR	Jeddah
23/11/2014	01/02/1436	CPM™ Leadership Advance	5 Days	4300 SAR	Riyadh
23/11/2014	01/02/1436	Team Building Skills Course	5 Days	4100 SAR	Al-Khobar
23/11/2014	01/02/1436	Total Quality Management TQM	5 Days	4300 SAR	Al-Khobar
23/11/2014	01/02/1436	CPM™ Decision Making	5 Days	4300 SAR	Al-Khobar
30/11/2014	08/02/1436	Change Management & Successful	5 Days	4100SAR	Riyadh
30/11/2014	08/02/1436	CMP™ Business Etiquette	5 Days	3900 SAR	Riyadh
30/11/2014	08/02/1436	Positive Thinking	5 Days	4100 SAR	Jeddah
30/11/2014	08/02/1436	Successful Leadership & Management Of	5 Days	4100 SAR	Al-Khobar
30/11/2014	08/02/1436	Advanced Public Relations Skills	5 Days	3500 \$	Dubai
30/11/2014	08/02/1436	Positive Thinking	5 Days	4100 SAR	Al-Khobar

Project Management Programs

02/11/2014	09/01/1435	Project Management Professional PMP	7 Days	5000 SAR	Riyadh
11/11/2014	18/01/1436	Project Management Professional PMP	7 Days	5000 SAR	Jeddah
15/11/2014	22/01/1436	Project Management Professional PMP	6 Days	5000 SAR	Al-Khobar
16/11/2014	23/01/1436	Project Management Professional PMP	7 Days	5000 SAR	Riyadh
16/11/2014	23/01/1436	Economic Feasibility Study Course	5 Days	4100 SAR	Riyadh
24/11/2014	02/02/1436	Project Management By MS Project	3 Days	3200 SAR	Jeddah

Human Resources Programs

09/11/2014	16/01/1436	Human Resources Management Skills	5 Days	4500 SAR	Jeddah
23/11/2014	01/02/1436	Human Resources Management Skills	5 Days	4500 SAR	Riyadh
30/11/2014	08/01/1436	Saudi Labour System	5 Days	3700 SAR	Al-Khobar

Security & safety Programs

16/11/2014	23/01/1436	Certified Security Manager CSM	5 Days	4750SAR	Al-Khobar
23/11/2014	01/02/1436	NEBOSH	5 Days	4200 SAR	Riyadh
23/11/2014	01/02/1436	OSHA 30	5 Days	4200 SAR	Al-Khobar
26/11/2014	04/02/1436	First Aid	2 Days	2500 SAR	Jeddah
30/11/2014	08/02/1436	Accident Investigation & Report Writing	5 Days	4200 SAR	Al-Khobar

Finance & Accounting Programs

09/11/2014	16/01/1436	Financial Analysis & Preparation Budget	5 Days	4100 SAR	Riyadh
09/11/2014	16/02/1436	Financial Analysis & Preparation Budget	5 Days	4100 SAR	Jeddah
30/11/2014	08/02/1436	Accounting principles	5 Days	4100 SAR	Riyadh

Office & Time management Programs

16/11/2014	23/01/1436	Modern Secretarial Skills & Organization	5 Days	4100 SAR	Riyadh
16/11/2014	23/01/1436	Administrative Secretarial & Electronic	5 Days	4100 SAR	Jeddah

December 2014



Management & Supervisory Programs

07/12/2014	15/02/1436	CPM™ Planning And Performance	5 Days	4300SAR	Jeddah
07/12/2014	15/02/1436	CMP™ Leadership	5 Days	3900 SAR	Al-Khobar
07/12/2014	15/02/1436	Technical Reports Writing	5 Days	4100SAR	Al-Khobar
07/12/2014	15/02/1436	Time & Stress Management	5 Days	4100SAR	Al-Khobar
12/07/2014	15/02/1436	Effective Supervisory & On The Job	5 Days	4500SAR	Riyadh
14/12/2014	22/02/1436	CPM™ Successful Manger Skills	5 Days	4300SAR	Riyadh
14/12/2014	22/02/1436	Preparation & Report Writing Skills	5 Days	4100SAR	Riyadh
14/12/2014	22/02/1436	Modern Management Of Contracts &	5 Days	4100 SAR	Riyadh
14/12/2014	22/02/1436	CPM™ Planning And Performance	5 Days	4300 SAR	Riyadh
14/12/2014	22/02/1436	Positive Thinking	5 Days	4100 SAR	Jeddah
14/12/2014	22/02/1436	Emotional Intelligence	5 Days	4100 SAR	Al-Khobar
14/12/2014	22/02/1436	Stores management	5 Days	4100 SAR	Al-Khobar
21/12/2014	29/02/1436	Events & Conferences Management	5 Days	5500 SAR	Riyadh
21/12/2014	29/02/1436	Presentation Skills & Self Confidence	5 Days	4100 SAR	Jeddah
21/12/2014	29/02/1436	Total Quality Management TQM	5 Days	4300 SAR	Riyadh
21/12/2014	29/02/1436	Presentation Skills	5 Days	4100 SAR	Al-Khobar
21/12/2014	29/02/1436	Outstanding Employee Behavior	5 Days	4100 SAR	Al-Khobar
21/12/2014	29/02/1436	Operational Planning	5 Days	4100 SAR	Al-Khobar
28/12/2014	06/03/1436	CMP™ Business Communication	5 Days	3900 SAR	Riyadh
28/12/2014	06/03/1436	Technical Reports Writing	5 Days	4100 SAR	Jeddah
28/12/2014	06/03/1436	Seven Habits	5 Days	4100 SAR	Al-Khobar
28/12/2014	06/03/1436	Effective Negotiation Skills	5 Days	4100 SAR	Al-Khobar

Project Management Programs

02/12/2014	10/02/1435	Project Management Professional PMP	5 Days	5000 SAR	Riyadh
02/12/2014	10/02/1436	Project Management Professional PMP	7 Days	5000 SAR	Jeddah
06/12/2014	14/02/1436	Project Management Professional PMP	6 Days	5000 SAR	Al-Khobar
17/12/2014	25/02/1435	Project Management Professional PMP	7 Days	5000 SAR	Riyadh
14/12/2014	22/02/1436	Economic Feasibility Study Course	5 Days	4100 SAR	Al-Khobar
15/12/2014	23/02/1436	Project Management By MS Project	3 Days	3200 SAR	Jeddah
16/12/2014	24/02/1436	Project Management Professional PMP	7 Days	5000 SAR	Jeddah
27/12/2014	05/03/1436	Project Management Professional PMP	7 Days	5000 SAR	Al-Khobar

Human Resources Programs

14/12/2014	22/02/1436	Strategic Management For Human	5 Days	4500 SAR	Riyadh
21/12/2014	29/02/1436	Human Resources Management Skills	5 Days	4500 SAR	Al-Khobar
23/12/2014	01/03/1436	Strategic Management For Human	5 Days	4100 SAR	Jeddah
28/12/2014	06/03/1436	Human Resources Management Skills	5 Days	4500 SAR	Riyadh
28/12/2014	06/03/1436	Human Resources Management Skills	5 Days	4500 SAR	Jeddah

Office & Time management Programs

14/12/2014	22/02/1436	Time Self & Stress Management	5 Days	4100 SAR	Riyadh
14/12/2014	22/02/1436	Successful Administrative Assistant	5 Days	4100 SAR	Al-Khobar
21/12/2014	29/02/1436	Time Self & Stress Management	5 Days	4100 SAR	Jeddah
28/12/2014	06/03/1436	Government Business Process	5 Days	4100 SAR	Al-Khobar

Security & safety Programs

07/12/2014	15/02/1436	Security Officer Level 1	5 Days	4200 SAR	Riyadh
07/12/2014	15/02/1436	NEBOSH	5 Days	4200 SAR	Jeddah
07/12/2014	15/02/1436	NEBOSH IGC	شهر	8000 SAR	Al-Khobar
21/12/2014	29/02/1436	Certified Security Manager CSM	5 Days	4750 SAR	Riyadh
21/12/2014	29/02/1436	Safety Officer Level 1	5 Days	4200 SAR	Al-Khobar
28/12/2014	06/03/1436	IOSH	5 Days	4200 SAR	Al-Khobar

Finance & Accounting Programs

07/12/2014	15/02/1436	Finance For Non Financial Managers	5 Days	4100SAR	Riyadh
23/12/2014	01/03/1436	Finance For Non Financial Managers	5 Days	4100 SAR	Jeddah
23/12/2014	01/03/1436	Financial Analysis & Preparation Budget	5 Days	4100 SAR	Jeddah
23/12/2014	01/03/1436	Audit & Financial Control	5 Days	4100 SAR	Jeddah
23/12/2014	01/03/1436	Financial Risk Skills	5 Days	4100 SAR	Jeddah
28/12/2014	06/03/1436	Finance For Non Financial	5 Days	4100 SAR	Al-Khobar

Sales & Marketing Programs

07/12/2014	15/02/1436	Sales Skills	5 Days	4100 SAR	Riyadh
07/12/2014	15/02/1436	Customer Relationship Management	5 Days	4100 SAR	Riyadh

Sales & Marketing Programs

07/12/2014	15/02/1436	Sales Skills	5 Days	4100 SAR	Riyadh
07/12/2014	15/02/1436	Customer Relationship Management	5 Days	4100 SAR	Riyadh