

Extension for Activity Form



The following form is for the Extension of Service process, under which Assessment Centers that have already been approved may request to expand their activities to additional job roles. The Extension focuses on continuous growth, learning, and self-development, while ensuring adherence to the established quality assurance standards. The **Assessment Center was approved for the Water Tanks Cleaner occupation in March 2025**, and this extension process will evaluate its readiness and compliance for delivering further occupations under the same framework.

| Assessment Center Details | | |
|---|---|--|
| | To be filled by Assessment Center | |
| Name of Assessment Center Provider | Orient Management Consulting & Training Sole Proprietorship LLC | |
| Assessment Center Name | OrientMCT | |
| Type of Assessment Center, please specify from below options: (1) TP Owned) (2) Proprietorship (3) Outsourced (4) Franchised | TP Owned | |
| Website (if any) | http://www.orientmct.com | |
| Social Media Link (if any) | https://www.linkedin.com/company/orientmct/?viewAsMember=true | |
| Availability of Security/ Security Guards at the Center? Please specify - Yes/ No | Yes | |
| Availability of Biometric Attendance System | We can facilitate if required | |
| Proximity of Center to Public Transport System, please specify from below options: (1) 0 - 3 Km (2) 3.1 - 5 Km (3) 5.1 - 10 Km (4) More than 10 Km | 1) 0-3 Km | |
| Name of Nearest Bus/Metro/Railway Station | Bus Stop - YAN YAFUR | |
| Building Status, please specify from below options: | | |
| 1. Stand Alone Building | No | |
| 2. Industrial/Commercial Building | 2. Industrial/Commercial Building | |
| 3. Educational Institute/Residential Building | No | |
| Type of Construction of Building, please specify from the below options: (1) Pre fabricated (2) Not pre fabricated | (1) Pre fabricated | |
| Is the Assessment Center well plastered, colored distempered/whitewashed, please specify - Yes/ No | Yes | |

| Assessment Center walls and roof made of Tin / Bamboo sheets, please specify Yes/ No | No | | |
|---|--|---|--|
| Center Floor is cemented and furnished, please specify - Yes/ No | Yes | | |
| Center Floor is tiled, please specify - Yes/ No | Yes | | |
| Front Face of the Building, please specify from the below options: | | | |
| 1. Glass and aluminium sliding window | No | | |
| 2. Glass Cover | No | | |
| 3. Reinforced Cement Concrete (RCC) | 3. Reinforced Cement Concrete (RCC) | | |
| 4. Others | | | |
| Approach Road to the Center (Please write the approximate width of the Road approaching the Center Entrance) | 4 meters | | |
| Is the Center easily accessible, please specify - Yes/ No | Yes | | |
| Availability of Internet, please specify from below options: | | | |
| 1. Speed of 1 MBPS and above | 1. Speed of 1 MBPS and above | | |
| 2. Speed of Less Than 1 MBPS & Greater Than 512 KBPS | | | |
| 3. Speed of Less Than 512 KBPS | | | |
| 4. Internet not Available | | | |
| Adequate Power Backup (UPS/ GenSet/Inverter) Please specify - Yes/ No | Yes | | |
| Contact Details | | | |
| SPOC Name | Joe Edilbert Reaben | | |
| SPOC Mobile | 971 55 6159849 | | |
| SPOC Alternate Number | 971 55 2962208 | | |
| SPOC Email ID | joe@orientmct.com_ | | |
| Name of Center Principal/ Director | Nassir Ahamed | | |
| Contact Number of Center Principal/ Director | 971 50 7986655 | | |
| Email Address of Center Principal/ Director | nassir@orientmct.com | | |
| Commendations and International Affiliations | | | |
| Affiliation Name | Highfield, STI, IOSH, ASHI | | |
| Type of Affiliation, please specify from below options: | International | | |
| (1) National (2) International | international | | |
| Center Address | | | |
| Country | United Arab Emirates | | |
| Province/State | Abu Dhabi | | |
| City/Area | Labotel Workers Village | | |
| Landmark | China Camp | | |
| Address Lane 1 | F2C3-1 & F2C3-6, Workers Residential City2, Mafraq | | |
| Pin Code / ZIP Code | 108898 | | |
| | • | • | |

| Center Area Details | | | |
|---|---------------------------------------|--|--|
| Total Assessment Center Area (Sq.M / Sq.Ft) | 405.5. 14 | | |
| (The Total Center Area should be a sum of Total Theoretical Lab Area, Total Lab Area, and other Center Areas) | 105 Sq. M | | |
| Theoretical Lab Area (Sq.M / Sq.Ft) | 35 Sq. M | | |
| Computer Lab Area (Sq.M / Sq.Ft) | 35 Sq. M | | |
| Is the entire Center situated at Ground Floor? | Yes | | |
| Other Details | | | |
| Availability of Air Conditioning | Yes | | |
| Availability of CCTV Camera with Recording Facility, please specify - Yes/ No | Yes | | |
| Number of Computer Labs available | 1 | | |
| Availability of Theory lab devices (Specify the device and No of computers/Tablets/Laptops) | 15 Laptops | | |
| Availability of Practical lab devices ((Specify the device and No of Tablets available) | 2 Tablets | | |
| Reception Area availability | 1 | | |
| Registration PC/Laptop | 1 | | |
| Camera for validation of the candidates attached to the registration PC | 1 | | |
| Availability of Printer | 1 | | |
| Waiting Area for candidates while validation process | 1 | | |
| Availability of TV | 2 | | |
| Marketing material - Availability of Branding collateral alined as per QCC/UAC guidelines | Yes | | |
| Availability of Dustbin in the Room, please specify - Yes/ No | Yes | | |
| Facilities | | | |
| | To be filled by Assessment Center | | |
| Differently Abled Friendly Details | | | |
| Availability of Ramps at the entrance of the Center, please specify - Yes/ No | Yes | | |
| Availability of Lifts in case the Center is extended to other floors(besides ground floor), please specify - Yes/ No | NA | | |
| Hygiene and Sanitation | | | |
| Availability of a Dedicated Housekeeping Staff, please specify - Yes/ No | Yes | | |
| Washroom is Clean and Hygienic, please specify - Yes/ No | Yes | | |
| Availability of Daily inspection card/ checklist in the Washroom, please specify - Yes/ No | Yes | | |
| Availability of Safe Drinking Water, please specify from below options: (1) Reverse Osmosis (2) Water Purifier (3) Packaged Drinking Water Dispenser (4) None | (3) Packaged Drinking Water Dispenser | | |

| Center Staff Details | | |
|--|---|--|
| | To be filled by Assessment Center | |
| Availability of Following Staff: | · | |
| 1.Receptionist / Front Office Coordinator - Yes/No | Yes | |
| 2.Counselor - Yes/No | Yes | |
| 3.Administration Officer - Yes/No | Yes | |
| 4.IT Coordinator - Yes/No | Yes | |
| Kindly add rows to provide above Information for additional Staff | | |
| Additional Job Ro | e Details | |
| | To be filled by Assessment Center | |
| | Job Role | |
| Skill Sector 1 | Waste Management | |
| Job Role 1 | Street Cleaner (Level 1) | |
| Job Role 2 | Waste Collection Laborer (Level 2) | |
| Job Role 3 | Waste Collection Vehicle Operator (Level 3) | |
| Job Role 4 | Waste Services Field Supervisor (Level 4) | |
| Job Role 5 | Mechanical Street Sweeper Driver (Level 3) | |
| Laboratory Do | etails | |
| | To be filled by Assessment Center | |
| | Lab 1 | |
| Laboratory Title | Theory room Exam | |
| Availability of Internet | Yes | |
| Availability Of Air Conditioner, please specify - Yes/ No | Yes | |
| Carpet Area (In Sq.Ft) | 35 Sq. M | |
| Availability of Dustbin in the Lab, please specify - Yes/ No | Yes | |
| Contact of Fire Brigade, Ambulance , Hospital Emergency Numbers displayed in the Lab, please specify - Yes/ No | Yes | |
| Kindly add rows to provide above Information for additional Labs | | |
| Medical & Safety | | |
| Availability of Fire Fighting Equipment | Yes | |
| Specify the type of Fire Extinguisher | CO2, ABC Dry Powder | |
| Fire Fighting hose Pipe Yes/No | Yes | |
| Is the First Aid kit wall mounted at the Center, please specify Yes/ No | Yes | |
| Contact of Fire Brigade , Ambulance, Hospital, Emergency Numbers displayed in the Reception Area, please specify Yes/ No | Yes | |

| Assessor(s)' Details | | |
|--|-----------------------------------|--|
| | To be filled by Assessment Center | |
| Availability of Trained Staff as Per Occupation - Yes/No | Yes | |
| Name | Asad Ayaz | |
| Sector | Training & Assessment | |
| Jobrole | HSE Trainer | |
| Education Background | Neobsh IGC | |
| Total Years of Experience | 10 Years | |
| Out of Total Experience, Sector related experience (in yrs) | 5 Years | |
| Out of Total Experience, Teaching Industry experience (in yrs) | 5 Years | |
| Email | asa@orientmct.com | |
| Mobile Number | 971 52 6404065 | |
| Assessor's 'CV' Submission | Yes | |
| To be Filled by E | valuator | |
| Recommended | Yes | |
| Provisional | Not Applicable | |
| Not Recommended | Not Applicable | |
| Reinspection Yes/No | No | If Yes, Provide Date of Inspection : N/A |
| Remarks: The assessment center is equipped with essential physical facilities and meets the required standards for functionality and accessibility | Evaluation Date: | 03/09/2025 |
| | Evaluator Name: | J.NAGARAJU |
| | Evaluator Designation: | Center Evaluator / Technical Executive |
| | Evaluator Signature | Quant |



Assessment Center Evaluation Form



The following form is for the Assessment Center Empanelment with Quality assurance process, under which the Assessment Centers' are evaluated against the required requirements. The Empanelment focuses on learning, self-development and encourages the Assessment Center to pursue continual excellence. The process involves garding the Assessment Centers as per their adherence to the laid down assessment Center evaluation guidelines digitally and physically.

| Assessment Center Details | | |
|---|---|---------------------------|
| | To be filled by Assessment Center | To be filled by Evaluator |
| lame of Assessment Center Provider | Orient Management Consulting & Training Sole Proprietorship LLC | ✓ |
| ssessment Center Name | OrientMCT | ✓ |
| ype of Assessment Center, please specify from below options: L) TP Owned) (2) Proprietorship (3) Outsourced (4) Franchised | TP Owned | ✓ |
| Vebsite (if any) | http://www.orientmct.com | ✓ |
| ocial Media Link (if any) | https://www.linkedin.com/company/orientmct/?viewAsMember=true | ✓ |
| vailability of Security/ Security Guards at the Center? Please specify - Yes/ No | Yes | |
| vailability of Biometric Attendance System | We can facilitate if required | ✓ |
| roximity of Center to Public Transport System, please specify from below options: 1) 0 - 3 Km (2) 3.1 - 5 Km (3) 5.1 - 10 Km (4) More than 10 Km | 1) 0-3 Km | ✓ |
| ame of Nearest Bus/Metro/Railway Station | Bus Stop - YAN YAFUR | ✓ |
| uilding Status, please specify from below options: | | |
| Stand Alone Building | No | ✓ |
| Industrial/Commercial Building | 2. Industrial/Commercial Building | ✓ |
| Educational Institute/Residential Building | No | ✓ |
| pe of Construction of Building, please specify from the below options:) Pre fabricated (2) Not pre fabricated | (1) Pre fabricated | ✓ |
| the Assessment Center well plastered, colored distempered/whitewashed, please specify - Yes/ No | Yes | ✓ |

| Assessment Center walls and roof made of Tin / Bamboo sheets, please specify Yes/ No | No | |
|---|--|----------------|
| Center Floor is cemented and furnished, please specify - Yes/ No | Yes | ✓ |
| Center Floor is tiled, please specify - Yes/ No | Yes | · ✓ |
| Front Face of the Building, please specify from the below options: | 103 | , |
| 1. Glass and aluminium sliding window | No | √ |
| 2. Glass Cover | No | · · |
| 3. Reinforced Cement Concrete (RCC) | 3. Reinforced Cement Concrete (RCC) | <i>,</i> ✓ |
| 4. Others | 5. Remidiced Cement Concrete (ACC) | • |
| Approach Road to the Center (Please write the approximate width of the Road approaching the Center Entrance) | 4 meters | √ |
| Is the Center easily accessible, please specify - Yes/ No | Yes | <i>√</i> |
| Availability of Internet, please specify from below options: | 163 | |
| 1. Speed of 1 MBPS and above | 1. Speed of 1 MBPS and above | ✓ |
| 2. Speed of Less Than 1 MBPS & Greater Than 512 KBPS | | Not Applicable |
| 3. Speed of Less Than 512 KBPS | | Not Applicable |
| 4. Internet not Available | | Not Applicable |
| Adequate Power Backup (UPS/ GenSet/Inverter) Please specify - Yes/ No | Yes | ✓ |
| Contact Details | | |
| SPOC Name | Ruchi Mehra | ✓ |
| SPOC Mobile | 971 50 2118208 | ✓ |
| SPOC Alternate Number | 971 55 2962208 | ✓ |
| SPOC Email ID | ruchi@orientmct.com | ✓ |
| Name of Center Principal/ Director | Nassir Ahamed | ✓ |
| Contact Number of Center Principal/ Director | 971 50 7986655 | ✓ |
| Email Address of Center Principal/ Director | nassir@orientmct.com | ✓ |
| Commendations and International Affiliations | | |
| Affiliation Name | Highfield, STI, IOSH, ASHI | ✓ |
| Type of Affiliation, please specify from below options: | International | √ |
| (1) National (2) International | micritations. | · |
| Center Address | | , |
| Country | United Arab Emirates | √ |
| Province/State | Abu Dhabi | √ |
| City/Area | Labotel Workers Village | √ |
| Landmark | China Camp | ✓ |
| Address Lane 1 | F2C3-1 & F2C3-6, Workers Residential City2, Mafraq | ✓ |
| Pin Code / ZIP Code | 108898 | ✓ |

| Center Area Details | | |
|--|---|---------------------------|
| Total Assessment Center Area (Sq.M / Sq.Ft) | | |
| (The Total Center Area should be a sum of Total Theoretical Lab Area, Total Lab Area, and other Center Areas) | 105 Sq. M | ✓ |
| Theoretical Lab Area (Sq.M / Sq.Ft) | 35 Sq. M | ✓ |
| Computer Lab Area (Sq.M / Sq.Ft) | 35 Sq. M | ✓ |
| Is the entire Center situated at Ground Floor? | Yes | ✓ |
| Other Details | | |
| Availability of Air Conditioning | Yes | ✓ |
| Availability of CCTV Camera with Recording Facility, please specify - Yes/ No | Yes | ✓ |
| Number of Computer Labs available | 1 | ✓ |
| Availability of Theory lab devices (Specify the device and No of computers/Tablets/Laptops) | 15 Laptops | ✓ |
| Availability of Practical lab devices ((Specify the device and No of Tablets available) | 2 Tablets | ✓ |
| Reception Area availability | 1 | ✓ |
| Registration PC/Laptop | 1 | ✓ |
| Camera for validation of the candidates attached to the registration PC | 1 | ✓ |
| Availability of Printer | 1 | ✓ |
| Waiting Area for candidates while validation process | 1 | ✓ |
| Availability of TV | 2 | ✓ |
| Marketing material - Availability of Branding collateral alined as per QCC/UAC guidelines | Yes | ✓ |
| Availability of Dustbin in the Room, please specify - Yes/ No | Yes | ✓ |
| Fo | acilities | |
| | To be filled by Assessment Center | To be filled by Evaluator |
| Differently Abled Friendly Details | | · |
| Availability of Ramps at the entrance of the Center, please specify - Yes/ No | Yes | √ |
| Availability of Lifts in case the Center is extended to other floors(besides ground floor), please specify - Yes/ No | NA | ✓ |
| Hygiene and Sanitation | | |
| Availability of a Dedicated Housekeeping Staff, please specify - Yes/ No | Yes | ✓ |
| Washroom is Clean and Hygienic, please specify - Yes/ No | Yes | ✓ |
| Availability of Daily inspection card/ checklist in the Washroom, please specify - Yes/ No | Yes | ✓ |
| Availability of Safe Drinking Water, please specify from below options: | (3) Packaged Drinking Water Dispenser | √ |
| (1) Reverse Osmosis (2) Water Purifier (3) Packaged Drinking Water Dispenser (4) None | (3) i acraged Dilliking Water Dispenser | · |

| Center Staff Details | | |
|---|---|---------------------------|
| | To be filled by Assessment Center | To be filled by Evaluator |
| Availability of Following Staff: | | · |
| .Receptionist / Front Office Coordinator - Yes/No | Yes | ✓ |
| .Counselor - Yes/No | Yes | √ |
| .Administration Officer - Yes/No | Yes | ✓ |
| .IT Coordinator - Yes/No | Yes | ✓ |
| indly add rows to provide above Information for additional Staff | | |
| Job Role De | tails | |
| | To be filled by Assessment Center | To be filled by Evaluator |
| | Job Role | To be filled by Evaluator |
| xill Sector 1 | Water Tank Cleaning/Public Health | ✓ |
| bb Role 1 | Water Tanks Cleaner (Public Drinking Water Tanks) | ✓ |
| Laboratory C | Petails | |
| | To be filled by Assessment Center | |
| | Lab 1 | To be filled by Evaluator |
| aboratory Title | Water Tank Cleaner | ✓ |
| vailability of Internet | Yes | ✓ |
| vailability Of Air Conditioner, please specify - Yes/ No | Yes | √ |
| arpet Area (In Sq.Ft) | 35 Sq. M | √ |
| vailability of Dustbin in the Lab, please specify - Yes/ No | Yes | ✓ |
| ontact of Fire Brigade, Ambulance , Hospital Emergency Numbers displayed in the Lab, please specify - Yes/ No | Yes | ✓ |
| indly add rows to provide above Information for additional Labs | | |
| ledical & Safety | • | · |
| vailability of Fire Fighting Equipment | Yes | ✓ |
| pecify the type of Fire Extinguisher | CO2, ABC Dry Powder | ✓ |
| re Fighting hose Pipe Yes/No | Yes | ✓ |
| the First Aid kit wall mounted at the Center, please specify Yes/ No | Yes | ✓ |
| ontact of Fire Brigade , Ambulance, Hospital, Emergency Numbers displayed in the Reception Area, please specify Yes/ No | Yes | ✓ |

| Assessor(s)' Details | | |
|--|-----------------------------------|--|
| | To be filled by Assessment Center | To be filled by Evaluator |
| Availability of Trained Staff as Per Occupation - Yes/No | Yes | ✓ |
| Name | Asad Ayaz | ✓ |
| Sector | Training & Assessment | ✓ |
| Jobrole | HSE Trainer | ✓ |
| Education Background | Neobsh IGC | ✓ |
| Total Years of Experience | 10 Years | ✓ |
| Out of Total Experience, Sector related experience (in yrs) | 5 Years | ✓ |
| Out of Total Experience, Teaching Industry experience (in yrs) | 5 Years | ✓ |
| Email | asa@orientmct.com | ✓ |
| Mobile Number | 971 52 6404065 | ✓ |
| Assessor's 'CV' Submission | Yes | ✓ |
| To be Filled by E | valuator | |
| Recommended | Yes | |
| Provisional | Not Applicable | |
| Not Recommended | Not Applicable | |
| Reinspection Yes/No | No | If Yes, Provide Date of Inspection : N/A |
| Remarks: The assessment center is equipped with essential physical facilities and meets the required standards for functionality and accessibility | Evaluation Date: | 17/03/2025 |
| | Evaluator Name: | J.NAGARAJU |
| | Evaluator Designation: | Center Evaluator / Technical Executive |
| | Evaluator Signature | Bush |



Curriculum Vitae

Arif Taskeen Khawaja
Grad IOSH
HSE Consultant/ Trainer



Trainer Profile

A competent, result-oriented and self-motivated dedicated Occupational Health, Safety and Environmental Trainer/Instructor with over 10 years of different industrial experience. Adeptness includes development of curriculum, training material, session plans & assessments. Likewise expertise include effective delivery of occupational health and safety and environmental protection trainings and candidates assessment within different learning environments. Outstanding interpersonal, presentation and training skills with proven ability to interact effectively with delegates and management at all levels. Technically and academically equipped with the required knowledge in international standards.

PROFESSIONAL EXPERIENCE AND RESPONSIBILITIES

Orient Management Consulting and Training, Abu Dhabi, UAE 20th, March 2018 till Date: Senior HSE Trainer

The Orient Management Consultant and Training (OMCT) is one of the leading training institutes in Abu Dhabi and it has a well-respected reputation for innovative and hands-on, workplace relevant teaching and learning methodologies, which are based on practical, experiential learning. My job profile include development of content, learner handouts & assessments, providing support in planning, designing and developing training materials and assessment instruments in line with awarding body requirements, delivering training using a variety of training aids and appropriate resources to suit learner needs. Also providing safety induction trainings and life saving rules for new employees and visitors.

Sysmac Management & Consultants – UAE
Business Management Consultant and Trainer

February 2017 till Feb 2018

Sysmac Management Consultant is a thriving firm, which specializes in Business Management consultancy as well as training especially ISO 9001, 14001, 18001 etc. Its clients include oil and gas companies, transport companies, glass manufactures, TV channels and other fields of businesses. My job description was predominantly conducting training sessions both in office as well as on clients' site. Monitored participant workflow and behaviors throughout the training process. Clearly communicated objectives for all lessons, units and projects to all participants. Used a variety of assessment tools and strategies to improve instruction methods. Following are the trainings that I conducted in Sysmac.



- OHSAS 18001 training sessions
- ISO 9001, 14001, OHSAS 18001 (IMS) Awareness Training
- QMS 9001:2015 Awareness Training
- Quality assurance
- Management review
- Lifting gear
- Employee induction training
- Waste Management
- Safety Induction Trainings
- Life saving rules

SHIFA INTERNATIONAL HOSPITALS LTD – Pakistan (JCIA Hospital) HSE Manager/Lead Trainer April 2012- Jan 2017

Being HSE Manger and lead safety trainer, my core responsibly was of developing and implementing organizational safety programs. I reviewed and updated institutional HSE policies and conduct risk assessments to detect potential hazards and plan precautionary measures. I was also working as lea HSE trainer and I used to provide training for refreshers to old employees. I had developed team exercises, group discussions, lectures and videos to instruct participants in a variety of ways.

I also demonstrated knowledge of and ensured compliance with JCl, state, and local health, safety & environmental standards and waste disposal regulations. Reduced accidents and injuries and increased response and recovery time by establishing solid policies and procedures. Performed daily health and safety and ergonomics inspections of equipment and office spaces ensuing JClstandards. Maintained and performed weekly and quarterly inspections of the fire pumps and systems and identified the need for routine maintenance. Following trainings were provided to Shifa International Hospital (PKI) employees on routinely basis;

- Safety Induction Trainings
- Life Saving Rules
- Permit to work
- Confined space
- Working at height
- Electrical safety
- Medical waste management
- Radioactivity
- Manual handling
- Fire safety etc.

Rakson Auto Mechanics – Pakistan HSE Manager

Jan 2008-Jan 2012

Rakson Mechanics is one of the leading auto spare parts company situated in Lahore, Pakistan. I worked as HSE Manager for approximately 4 years. Rakson had approximately 200 employees including 2 Safety Officers. My job was to implement a positive health and safety culture in the workplace. Following were my duties as HSE manager;

- Developing Safety management Policies
- Coordinating Training
- Investigation of incidents
- Coordinating with governmental authorities



Conducting Safety induction trainings

Transnet Technologies – Pak HSE Supervisor

Feb 2001-Dec 2007

Transnet Technologies is a medical Surgical supply company and its core business was to manufacture surgical and hospital supplies. My job description was to look after health and safety issues. My job also included conduction safety trainings, PTW trainings and to make sure safety steps are implemented in all facilities of Transnet. My duties also included HSE internal audits on regular basis.

EDUCATIONAL DEVELOPMENT

❖ Bachelor of Law University of Punjab— Pakistan's Top 2nd

❖ Bachelor of Arts
University of Punjab –Pakistan's

Top2nd

❖ BSc in Occupational Safety & Health British Safety Council – UK

PROFESSIONAL DEVELOPMENT

- ❖ BSC International Diploma in Health & Safety UK
- ❖ NEBOSH Level 4 Process Safety
- ❖ HABC Train the Trainer Certified UK
- **❖** IADT-UK
- IOSH train the trainer-UK
- ❖ Advance Diploma OSH (USA)
- ❖ IOSH MS and IOSH WS trainer
- ❖ Lead Auditor ISO 45001
- Construction Safety NASP (NASP USA)
- ❖ General Safety Course (NASP USA)
- ❖ HABC Award in Fire Safety UK
- SDC Diploma in Health & Safety Management Pak
- ❖ NIOSH First Aid / Fire Safety Certified –Pak

MAJOR CLIENTS AND SIGNIFICANT TRAININGS OFFERED

Major Clients:

Government Entities/private entities

- > NAWAH
- > ADSSC
- > TATWEER
- > SEHA
- > LOUVER
- Zayed University Abu Dhabi
- Zayed University Dubai
- Abu Dhabi Rail
- Department of Energy
- Liwa Schools
- > HSJV

- Veebes
- Advanced Facility Management
- Serco
- Aldar
- Multiplex
- Lazourdy
- > Kier
- Dussman
- Contract Resource
- Alnasar
- Sercome
- Wade Adams



Trainings Offered:

- Internal Auditor 45001
- > HSE management system trainings
- > Emergency response trainings
- Incident/accident investigation trainings
- Manlift safety operation trainings
- ➤ Risk Assessment
- Risk management
- > H2S trainings
- Permit to work trainings
- Fire safety, fire warden and fire prevention trainings

- Working at Height trainings
- ➤ HABC First Aid/Fire Safety
- ➤ Hot Work safety
- > IOSH MS
- > IOSH WS
- > HABC First Aid Level 3
- > BLS
- Excavation Safety
- MEWP Safety
- > COSHH
- Waste Management

SKILLS / EXPERTISE

- Charismatic public speaker
- Train the Trainer
- ❖ Time Management
- Stress Management
- Creative instruction styles
- HSE Internal Auditing
- Understand legal OH&S requirements
- Understand hazards identification

Personal Data:

Name: Arif Taskeen DOB: 13/03/1979

Nationality: Pakistani Marital Status: Married Driving license: Yes **Contact Details**

Cell: +971-052-6404087

Email: ariftaskeen1979@outlook.com

Asad Ayaz

HSE Trainer GradIOSH

Diploma in OSH, NEBOSH IGC, ISO 45001



I am a Health & Safety professional with more than 7 years' experience. Currently working as a HSE trainer. Previously worked in the construction, MEP and Landscaping industry for more than 5 years. My broad-based knowledge of construction helps in finding practical solutions to the many problems faced by the site teams.

Passionate safety professional with strong observation skills and keen attention to detail desires employment at any organization. Well organized with a conscious effort for perfection ensuring safe techniques are employed to reduce risks on site.

Professional Experience (Jobs)

- Currently working as a HSE Trainer
- Worked as a HSE Engineer at Avancee General Contracting from April 2018 to December 2019
- Worked as a HSE Engineer at Gulf Contracting Company from July 2017 to March 2018.
- Worked as a Safety Officer at Modern House General Contracting from October 2015 to June 2017.
- Worked as a Safety Officer Frontier Works Organization from January 2015 to July 2015.

Core competencies / Specialization

- ✓ Delivery of HSE Trainings
- ✓ Practical demonstration for trainings
- ✓ Developing & updating training materials
- ✓ Developing assessment papers
- ✓ Conducting written & practical assessment and generating results
- ✓ Site Inspection & observation
- ✓ Making Risk assessment for projects
- ✓ Incident reporting & investigation

Qualifications / Certifications

- Bachelor of Arts Degree
- 3 Years Diploma of Associate Engineer in Computer Technology
- > Level 6 Diploma in Occupational Safety & Health
- NEBOSH International General Certificate
- ➤ ISO 45001
- OSHAD HSE Practitioner Certificate
- IOSH Train the Trainer Certificate
- ➤ HABC IADT International Award in Delivering Training Certificate
- Basic Life Support Training Certificate
- > STI (Scaffold Training Institute) Train the Trainer Certificate



I am a Health & Safety professional with more than 7 years' experience. Currently working as a HSE trainer. Previously worked in the construction, MEP and Landscaping industry for more than 5 years. My broad-based knowledge of construction helps in finding practical solutions to the many problems faced by the site teams.

Passionate safety professional with strong observation skills and keen attention to detail desires employment at any organization. Well organized with a conscious effort for perfection ensuring safe techniques are employed to reduce risks on site.

Courses Delivered / Consulting Engagements

- IOSH MS
- HABC First Aid & Fire Safety
- HABC Incident Investigation
- Confined Space Entry
- Scaffold Erector & Dismantling
- Scaffold Inspector
- Rigging & Slinging
- Work at Height
- Hot Work Safety
- Banksman & Flagman
- Forklift Operator Safety
- Overhead Crane Operator Safety

Professional Memberships / Approvals

- ✓ Graduate member of IOSH
- ✓ Approved Trainer for IOSH MS & WS
- ✓ Approved Trainer for HABC Courses
- ✓ Approved Trainer for BLS Courses
- ✓ Approved from ACTVET Abu Dhabi for trainings

Major Clients

- Agthia (Grand mill)
- S2 Ruwais Power Company
- SERCO
- Engie Solution
- DUSSMAN
- > IFFCO





PROFILE

Nassir Ahamed. S P.O.Box: 44713 Abu Dhabi UAE

Indian, Married
Born on 1st May 1970
Mobile: +971 50 798 66 55
Email: nassir.as@gmail.com

CORE COMPETENCIES

Core competencies include excellent written and verbal communication, good presentation skills, adaptable and inherent ability to plan well. I have strong orientation towards building productive business relationships and demonstrated excellent skill sets in handling large teams. A creative bent, handled retail & corporate clients plus product promotions & training; with market aggression, excellent team management skills and strategic thinking.

PROFESSIONAL PROFILE

I bring a broad spectrum of expertise in Business Development, Portfolio Management & Training by working with leading banks, financial & training institutions in UAE & India for the past 22 years. Having a proven track record of excellence in meeting deadlines, achieving business targets & heading a professional team to success; is the crux of my profile. By innovative approach and creating a healthy working environment, I motivate people to raise the bars and challenge the limits. Finding solutions to problems and putting systems & processes in place are my key contributions apart from being receptive to change and accomplishing the job responsibilities in tandem with the organizations' mission and vision. I am into training the man power to increase the productivity – qualitative & quantitative.

CURRENT ASSIGNMENT

As **Trainer at Orient Management Consulting & Training**, I train individuals and corporates on Soft skills – Sales, Customer Service, Negotiation, Time Management etc. In addition to this role, I also take care of the Business Division to meet the targeted business volume by training and helping the Orient MCT sales team to achieve their individual targets.

CAREER ACHIEVEMENTS ORIENT MANAGEMENT CONSULTING & TRAINING (ORIENT MCT), UAE

✓ Trainer for Soft Skills and undertake training on Personality Development, Sales & Customer Service,

- Negotiation, Conflict Management, Time & Stress Management etc.
- ✓ Working since Feb 2013
- ✓ In addition to external trainings, I do conduct training sessions for the Orient MCT sales team and also help them achieve their business targets

FINANCE HOUSE (PJSC), UAE

- ✓ Did set up a business model and involved in the successful launching of Finance House MasterCard Credit Cards in the UAE market in 2005.
- ✓ Business development and back office teams were recruited, trained and put process & systems in place.
- ✓ Took over 'Personal Loans' division and managed & acquired the business in tandem with the target set forth by the management.
- ✓ Started Mortgage Loans business and tied-up with a number of reputed developers, Aldar, Sorouh, Manazel, Emaar, Nakheel, UP etc; to name a few.
- ✓ Mortgage loans portfolio thus built up is one of the best in the industry which speaks the quality of the customers sourced and the risk assessed.
- ✓ Stream lined the approval & disbursement process to have a systematic work environment for the team.
- ✓ Being an in-house Trainer; I did develop the training modules for the Retail Finance team and conducted quarterly training sessions for the entire work force.

ICICI BANK LTD, INDIA

- ✓ Managed the states of Kerala & Tamil Nadu for Inventory Funding for Two Wheeler Dealers.
- ✓ Made the region No.1 in terms of business volume for Inventory Funding contributing 24% to the pan India business.
- ✓ An amazing record of 0% write off and 0.025% delinquency with a portfolio size of INR 1.5 billion (revolving).
- ✓ Managed 217 dealer accounts and 6 corporate relationships by streamlining the process and eliminating service issues through two State Heads and with the support of Retail Sales Managers.
- ✓ Monopolised the market for ICICI Bank by keeping the competitions miles far.
- ✓ Entrusted with the responsibility of a big region (Kerala & Tamil Nadu) for Inventory Funding in recognition of the achievements in the given territory (Kerala).

TRANSAMERICA APPLE DISTRIBUTION FINANCE LTD, INDIA

- ✓ Territory Manager for the state of Kerala for the entire operations viz; business, administration, credit, collection & recovery.
- ✓ Business volume both in Retail Loans & Inventory Funding peaked during my tenor.
- ✓ Delinquency of retail portfolio was brought down to 0.97% from a whopping 7% at the time of my take over. Inventory funding delinquency maintained at 0%.
- ✓ Handled 8 branches and 32 Location Heads across the state to deliver the business volume, collection target & maintained constructive associations with two wheeler manufacturers and their dealers.
- \checkmark Received two promotions in $1\frac{1}{2}$ years from Sr. Executive to Branch Manger and then to Territory Manager.

PEEJAY FORD, INDIA

- ✓ In charge for the sales of Ford luxury cars in North Kerala. Ford car market share in the region for luxury car segment increased to 70% during my tenor.
- ✓ Organized a number of promos and events to promote the brand equity of the dealership and the

- products.
- ✓ Received two awards for highest penetration in car sales and finance deals with Ford Credit (in house finance company for Ford car buyers).

DIVYA AUTOMOBILES PRIVATE LIMITED, INDIA

- ✓ Branch Manger for the combined dealership of Eicher Mitsubishi LCVs & Vikram 3Wheelers at Trichur. Looked after Sales, Spares & Service.
- ✓ The branch, though was incurring loss for a couple of years reached break even and then to profit mark.
- ✓ Mitsubishi market share increased to 48% from 23%.
- ✓ Was promoted from Sales Executive to Branch Manager after 1½ years of excellence in performance

CAREER GRAPH

Current Position / Last Position Held

Orient MCT : Trainer/Sales Director

Feb 2013 - Present

Finance House PJSC

July 2005 – Feb 2013 : Head of Sales, Abu Dhabi, UAE

ICICI Bank Ltd.

May 2003 – June 2005 : Area Sales Manger – Chennai, India

Transamerica Apple Distribution Finance Ltd.

August 1999 – May 2003 : Territory Manager – Cochin, India

Peejay Ford

October 1997 – July 1999 : Sales Manager – Calicut, India

Divya Automobiles Pvt. Ltd.

May 1994 – September 1997 : Branch Manger – Trichur, India

EDUCATION

1990 – 1993 : B.Sc.

1994 – 1997 : Bachelor of Law (LL.B) {Course Completed}

UAE DRIVING LICENSE

Yes

LANGUAGES

English, Hindi, Malayalam, Tamil & Basic Arabic

HOBBIES

Reading, Travelling, Socialising & Training



JOE EDILBERT REABEN

OSHAD APPROVED LEAD AUDITOR

ISO 9001 QMS, ISO 14001 EMS, ISO 45001 OHSMS, ISO 50001 ENMS LEAD AUDITOR AND ISO 22301 BCMS LEAD IMPLEMENTER

PROFESSIONAL SYNOPSIS

- ✓ Total 18 years of experience with 16 years of experience in the design, development, implementation and auditing of Management System as **ISO Consultant / Auditor**.
- ✓ IRCA (International Register of Certified Auditors) Certified ISO 9001 QMS Lead Auditor.
- ✓ IRCA registered Occupational Health and Safety Management System) Lead Auditor. (Reg. No 6018234)
- ✓ IEMA certified ISO 14001 Environmental Management System Lead Auditor.
- ✓ **NEBOSH International General Certificate** in Occupational Health and Safety.
- ✓ IRCA Certified ISO 50001 Energy Management System Lead Auditor.
- ✓ PECB certified ISO 22301 Business Continuity Management System Lead Implementer
- ✓ **Abu Dhabi OSH Center (OSHAD)** approved **Lead Auditor** for **OHSMS** auditing for **OSHAD SF.** (Reg. No 2000230)

CAREER GRAPH

Mar '18 – till date Orient Management Consulting and Training, Abu Dhabi QHSE Consulting Head

Responsibilities

- ✓ Managing overall business for the QHSE division.
- ✓ Conducting external compliance audit against OSHAD SF requirements.
- ✓ Conducting Certification audits against ISO 9001, ISO 14001 and ISO 45001 standard requirements.
- ✓ Conducting first party and second party audits for companies against the ISO 9001:2015, ISO 14001:2015 & ISO 45001:2018 Management systems requirements.
- ✓ Conducting Lead Auditor, Internal Auditor, Awareness and Implementation training Courses for ISO 9001, ISO 14001 and ISO 45001 Standards.
- ✓ Providing Consultancy services for ISO 9001, ISO 14001, ISO 45001, ISO 41001, ISO 22301, ISO 50001, ISO 29993, ISO 21001, ISO 22000, ISO 18295 and Abu Dhabi Occupational Safety & Health (OSHAD) Management systems development and implementation in Organizations.
- ✓ Providing consultancy services for GRI (Sustainability reporting), SMETA (Ethical Trade) and ESG reporting.

Aug '15 – Feb '18 Advanced Career Excellence Training and Consulting, Abu Dhabi Senior QHSE Consultant

Responsibilities

- ✓ Conducting 3rd party audits against the OSHAD SF requirements and submit the audit report to the concerned Sector Regulatory Authority (SRA) as part of the legal requirement.
- ✓ Providing Consultancy services in the development and implementation of Abu Dhabi Occupational Safety and Health Management System.

- ✓ Conducting Certification body audits against ISO 9001, ISO 14001 and OSHAS 18001 standard requirements.
- ✓ Conducting first party and second party audits for companies against the ISO 9001:2015, ISO 14001:2015 & OHSAS 18001:2007 Management systems requirements.
- ✓ Providing Consultancy services for ISO 9001, ISO 14001, OHSAS 18001, ISO 22000, ISO 22301 Management systems development and implementation in Organizations.
- ✓ Conducting Lead Auditor Courses for ISO 9001, ISO 14001 and OSHAS 18001 Standards.
- ✓ Conducting Internal Auditor, awareness and implementation Trainings on ISO 9001, ISO 14001 and OHSAS 18001 standards.
- ✓ Conducting first party and second party audits for companies against OSHAD SF requirements.

Feb '12 – July' 15

Aspire Middle East Training Institute, Abu Dhabi

Lead QHSE Consultant

Responsibilities

- ✓ Conducting 3rd party audits against the AD EHSMS requirements and submit the audit report to the concerned Sector Regulatory Authority (SRA) as part of the legal requirement.
- ✓ Conducting first party and second party audits for companies against AD EHSMS requirements.
- ✓ Conducting first party and second party audits for companies against the ISO 9001:2008, ISO 14001:2004 & OHSAS 18001:2007 Management systems requirements.
- ✓ Conducting awareness and implementation trainings on ISO 9001, ISO 14001 and OHSAS 18001 standards.
- ✓ Conducting Internal Auditor Trainings on ISO 9001, ISO 14001 and OHSAS 18001 standards.
- ✓ Conducting Awareness and Implementation trainings on AD EHSMS Regulatory framework.
- ✓ Conducting Risk Assessments and preparing risk register for the companies.
- ✓ Providing Consultancy services in the development and implementation of Abu Dhabi Environment, Health and Safety Management System (AD EHSMS), ISO 9001:2008, ISO 14001:2004 & OHSAS 18001:2007 Management systems development and implementation in Organizations.

Jun '08 – Nov '11

Global Experience Consulting Company, Kuwait

Lead Consultant

Responsibilities

- ✓ Prepared new project's execution plan for each project with Time line, Major milestones, Deliverables & critical control points.
- ✓ Conducted Gap Analysis in various clients' locations against ISO 9001, ISO 14001 & OHSAS 18001 standards, to find out the gaps between the current system against the ISO standards.
- ✓ Prepared detailed Gap Analysis reports based on the Gap Analysis findings.
- ✓ Implemented the corrective actions to fill the gaps in order to compliance with the ISO Standards.
- ✓ Prepared Quality Management System (QMS) Manual and Mandatory procedures as per the ISO 9001:2008 standards
- ✓ Conducted interviews with the Operational personnel and prepared department wise Quality Management System Operational Procedures.
- ✓ Conducted Internal Audits in compliance with ISO 9001, ISO 14001 & OHSAS 18001 standards.
- ✓ Prepared Internal Audit documents which includes Audit checklist, Audit Summary report, Non-conformance report (if any), Root cause analysis & log of Non-Conformance.

- ✓ Carried out the responsibilities of Management representative in Client place which includes Collecting & arranging the Internal Audit documents in the respective files, conducting the Management Review Meetings (MRM), preparing the minutes of meeting for the MRM & reporting to Top Management regarding the progress of QMS.
- ✓ Involved in proposing Corrective actions & closing Non- Conformance (NCR) raised during the Internal & External Audit.
- ✓ Closed all the major & minor Non-conformance and observations raised during External Audit by implementing proposed corrective actions.
- ✓ Conduct Internal audit activities based on schedule in order to verify the effectiveness of quality management system performance of the area audited.

June '06 - Apr '08 HR Executive

Esoft Factory Pte. Limited, Chennai

Responsibilities

- ✓ Completed a search of the candidate database to find the right person for the employer's vacancy.
- ✓ Headhunted identified and approached suitable candidates.
- ✓ Briefed the candidate about the responsibilities, salary and benefits of the job in question.
- ✓ Organized interviews for candidate as requested by the client.
- ✓ Maintain records and compile statistical reports concerning personnel-related data such as performance appraisals, and absenteeism rates.

ACADEMIC PROFILE

- ➤ MBA (Marketing & Systems) Anna University
- **BE** (Electronics and Communications) Madras University

TRAININGS / CERTIFICATIONS

- ✓ ISO 9001 Quality Management System Lead Auditor IRCA, UK
- ✓ ISO 45001 Occupational Health and Safety Management System Lead Auditor IRCA, UK
- ✓ ISO 14001 Environmental Management System Lead Auditor IRCA, UK
- ✓ ISO 50001 Energy Management System Lead Auditor IRCA, UK
- ✓ **ISO 22301 Lead Implementer** PECB, Canada
- ✓ **Six Sigma (Green Belt)** from SAI GLOBAL, Lebanon.
- ✓ NEBOSH International General Certificate (IGC)
- ✓ **Introduction to ESG: Environmental, Social and Governance** from PMI.
- ✓ **Sustainability Strategies** from NASBA

رجسٹریشن نمبر Registration Dumber 2014-3-43058

University of the Punjak

Roll Rumber

084943

This university hereby confers upon

Imran Ahmad

son of

Karamat Ali

of the

B1219453

Narowal District

the degree of

Bachelor of Arts

together with all the rights, privileges and honours belonging to this degree.

Session

2013-2015

Marks Obtained 396/800

Division

Second



Chancellor 8-1-1

Lahore : Pakista 3 MAY 2016

Controller of Examinations

كتثرولر امتحانات

یه جامعه

عمران احمد

بن كرامت على

از ضلع نارووال

کو

بی ۔ لے

کی سند عطا کرتی ہے مع تمام حقوق، امتیازات اور اعزازات جو اس سند کے ساتھ وابستہ ہیں۔

> دورانیه ۲۰۱۳–۲۰۱۵ء حاصل کرده نمبر ۲۹۹/۸۰۰ درجه دوم

> > لاهور: پاکستان 053922 215 و

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Signature of Dealing Person

Sales LIV 008.2A

UNITED ARAB EMIRATES

FEDERAL AUTHORITY FOR IDENTITY & CITIZENSHIP CUSTOMS & PORT SECURITY

Resident Identity Card





بطاقة هوية مقيم



ID Number /

رقم

784-1991-1495818-6

الاسم عمران احمد كارمات على

Name: Imran Ahmad Karamat Ali

Date of Birth:

20/11/1991

تاريخ الميلاد:

الجنسية: جمهورية باكستان الإسلامية

Nationality: Pakistan

Issuing Date /

تاريخ

22/07/2025

تاريخ الانتهاء / Expiry Date

UNITED ARAB #21/07/2027

Hers

التوقيع /Signature



لجنس : **ذكر**

Sex: M



لمهنة بمساعد اتصالات

مناحب العمل:

Occupation: Communications Assistant الشرق للاستشارات الاداريه والتدريب - شركه الشخص

الواحد ذم م

Employer. Orient Management Consulting & Training - Sole
Proprietorship L.L.c.

مكان الإصدار: null عسد العنور على هذه البطاقة الرجاء إرجاعها الى جهة

اصحدارها أوالحي أقحرب مبركن شرطة

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ANNEXURE - 1



ORIENT MCT CENTER PICTURES

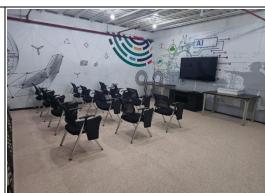
Sl. No.1

Reception/Waiting Area Pictures





Image:2



SI. No.2

Computer Lab Area Pictures

Image:1



Image:2



SI. No.3

Practical Lab Area Pictures

Image:1



Image:2



ORIENT MANAGEMENT CONSULTING & TRAINING -

TRAINING PORTFOLIO



Vision & Approach





To be a preferred partner in delivering **exceptional quality** educational programs & consulting services inspiring individuals & corp orates through exciting and innovative approaches and techniques.



Accountability for results | Honesty & Integrity | Flexibility & Responsiveness



We offer programs covering a comprehensive range of business requirements constantly keeping up to date with the latest training methodologies and management practices from around the world. In consulting, our approach is that of bringing the best expertise and skills and transferring them to your personnel ensuring a lasting benefit to you.

Customized curriculum based on skills gap analysis to ensure relevant contents achieve desired result Pre & Post course briefing with management/HR on engagement mechanisms

Reinforcement and hand holding sessions post workshops to maximize the impact

Feedback to management/HR on measures vis-à-vis impacts gauged

ISO Certified











Accreditations & Approvals























International Accreditations:

- > UK: IOSH, HABC, CUPE, EXIN, ISTQB, Oak Innovation
- > US: ASHI (USA), Medic First Aid (HSI, USA), OSHAcademy, IMA, IHRME, USGBC, STI, Microsoft Partner







Authorized Training Provider































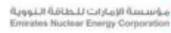




Clients | Semi-Government





























Client | Schools

















Clients | Hotels





















































Clients | International







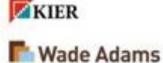


Member of the SNC-Lavatin Group





























Clients | Hospitals

























Clients | Construction











Clients | Facility Management











engie Solutions

Orient MCT Training Portfolio

















Health & Safety (HSE)

- IOSH Accredited Courses
- OSHA Academy
- Behavior Based Safety
- ADQCC
- Ergonomics
- ASHI
- First Aid & Emergency Care
- Food Safety & Hygiene
- Environmental & Waste Management
- ADNOC Approved
- Fire Warden & Fire Fighting
- HABC Internation Course
- HSE Management Course
- Operator Safety Competency
- Industry Specific

Business Management

- Management and Leadership
- Finance Accounting and Insurance
- Projects & Contracts
 Management
- Governance Risk Compliance and Internal Audit
- Procurement & Supply Chain
- Administration & Office Management
- Customer Service Training
- Soft-Skills & Behavior Training
- · Sales and Marketing
- Human Resources &

English Language Talent Management Language

- Business English
- Executive English

Engineering & Technical

- Civil Engineering & Infrastructure
- Electrical and Power System
- Boilers and Pressure Vessels
- Welding Inspection & NDT
- Mechanical & HVAC
- Tanks, Pipelines & Piping
- Engineering & Technical Management
- Drilling Engineering
- Process Safety
 Management PSM
- Instrumentation & Process Control

Industry Specific

- Civil & Infrastructure in Industry Specific
- Education and Training
- Energy
- Healthcare
- Logistics and Transport
- Manufactures and Industries
- Marine and Ports
- Public Sector
 & Defense
- Telecommunication & Advanced Technology
- Tourism & Hospitality
- Transport & Logistics-Railways, Ports,
- Utilities Water
 & Power
- Welfare & Nonprofits

ICT, Cloud & Security

- Web and Mobile Development Courses
- Cloud & DevOps Courses
- Data Science & Al (Artificial Intelligence)
- AR/VR (Metaverse) & Media
- Networking Courses
- · Social Media Courses
- Media & Graphic Designing Courses
- · Microsoft 365
- ERP & CRM Applications

Standards and ISO

- Business English
- English for Academic Purposes (EAP)
- English for Occupational or Professional Purposes
- English for Specific Purposes (ESP)
- Executive English
- General English (GE)
- IELTS

Certifications & ISO

- Project Management & Construction
- Facility Management
- ISO All Standards

Health & Safety (HSE)



Health & Safety (HSE)

- IOSH Accredited Courses
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IOSH

- Managing Safely
- Working Safely

OSHA Academy

- General Industry
- Construction Industry
- Healthcare Safety Programs
- Oil & Gas Industry
- Public Safety Programs
- Specialty
- Hazwoper

Behavior Based Safety

- Behavior Based Safety Training
- Ergonomics Safety

ADQCC

- ADQCC approved Water Tank Cleaning and Disinfecting
- ADQCC approved Pest Control Assessments for Manager
- ADQCC approved Pest Control Assessments for Supervisor
- ADQCC approved Pest Control Assessments for Technicians

Amercian Safety & Health Institute (ASHI)

• Basic Life Support

ADNOC Approved

- ADNOC Approved First Aid
- ADNOC Gas H2S
- Authorized Gas Tester training (ADNOC approved)
- Confined Space Entry Training (ADNOC approved)

Environmental and Waste Management Course

• Hazardous Waste Management & Pollution Control

First Aid and Emergency Care

- Basic Fire Emergency Response
- Basic First Aid with CPR
- Crisis Management and Emergency Response
- Emergency Evacuation

Fire Warden & Fire Fighting

- Fire safety
- Fire Drill
- Basic Fire Fighting
- Fire Marshall /Fire Warden
- Emergency Evacuation
- Crisis Management and Emergency Response
- Fire Watch
- Advance Fire Fighting
- Emergency Response
- Inspection & Care Procedures for Fire Extinguishers

Food Safety and Hygiene Training

- HACCP Internal Audit
- HACCP 7
- GMP (Food Industry)
- Root Cause Analysis (Food safety)
- Food Safety & Hygiene
- Food Sustainability
- Chemicals & Health
- Safe Kitchen Operation
- Legionella Awareness
- Food Microbiology
- Food Allergens
- Food Industry Waste Management
- Sanitization Essentials for Food Processing Units
- Food Supply Chain Management
- Food Safety in Hospitals
- Food Nutritional Facts
- Water Safety
- Food Plant Safety & Hazard Analysis
- Infection Control
- Food Contaminants



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HABC International Courses

First Aid

- Level 2 International Award in Basic Life Support and Use of an AED
- Level 3 International Award in Emergency First Aid and Use of AED with CPR for all Ages
- Level 3 International Award in Emergency First Aid at Work
- Level 3 International Award in Emergency First Aid at Work and Use of an AED
- Level 3 International Award in Emergency First Aid with CPR for all ages Level 3 International Award in First Aid at Work and Use of an AED
- Level 3 International Award in First Aid Response
- Level 3 International Award in Pediatric First
 Aid, Use of an AED and Managing Illness and Injury

Health and Safety

- Level 1 International Award in Health and Safety for Construction Labourers and Site Visitors
- Level 1 International Award in Principles of Health and Safety
- Level 1 International Award in Work at Height
- Level 1 International Award in Working in Confined Spaces
- Level 2 International Award in Health and Safety in the Workplace
- Level 2 International Award in Work at Height
- Level 3 International Award in Accident and Incident Investigation
- Level 3 International Award in Health and Safety for Accommodation Supervisors
- Level 3 International Award in Health and Safety for Construction Supervisors
- Level 4 International Award in Health and Safety in the Workplace

Allergens, Nutrition & Health



- Level 2 International Award in Nutrition and Health
- Level 3 International Award in Food Allergen Management
- Level 3 International Award in Nutrition and Health

Infection Control

- Highfield Level 2 International Award in Infection Prevention and Control for Drivers
- Highfield Level 2 International Award in Infection Prevention and Control for Food Handlers
- Highfield Level 2 International Award in Infection Prevention and Control for Housekeeping
- Highfield Level 2 International Award in Infection Prevention and Control in Health and Care Settings
- Highfield Level 2 International Award in Infection Prevention and Control in the Workplace

Teaching & Training

 Level 3 International Award in Delivering Training (IADT)

COSHH

 Level 2 International Award in the Control of Substances Hazardous to Health

Manual Handling

 Level 1 International Award in Safe Moving and Handling

Risk Assessment

 Level 2 International Award in Risk Assessment

HACCP

- •Level 3 International Award in HACCP for Catering
- •Level 4 International Award in HACCP Management for Catering

Food Safety

- •Level 1 International Award in Food Safety
- •Level 2 International Award in Food Safety
- •Level 3 International Award in Developing a Positive Food Safety Culture
- •Level 4 International Award in Food Safety Management for Manufacturing
- •Level 4 International Award in Managing Food Safety in Catering

Fire Safety

- •Level 1 International Award in Fire Safety
- •Level 2 International Award in Fire Safety

Health & Safety (HSE)



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HSE Management Course

HSE Management Courses

- Advance Health & Safety Management System
- Advanced Accident Investigation and Reporting
- Advanced Safety Leadership
- Advanced Process HAZOP
- Process Safety Management
- Developing an effective Safety Culture

Accidents Investigation and RCA

- Accident Investigation
- Incident investigation & Root Cause Analysis
- Accident Investigation & BSCAT



- Risk Assessment and PHA
- Risk Assessment
- Risk Awareness
- Risk Management
- HAZOP Awareness
- Job Safety Analysis
- Quantitative & Qualitative HSE Studies & Risk Assessments

Process Safety

Operator Safety Competency

- Backhoe Loader
- Concrete Bucket
- Construction Hoist
- Container Handling Crane
- Crane on Water Borne Craft
- Dock Side Crane
- Dumper
- Elevator/ Escalator
- Mobile Crane
- Muck Skip
- Pallet Stacker
- Pallet Trolley
- Passenger Conveyor
- Passengers and Goods
- Scissor Lift

- Excavator
- Floor Crane
- Forklift
- Gantry Crane
- Garbage Skip
- Graders
- Hako Sweeper/ Tennant
- Hoist Safety
- Shuttle Lift
- Slewing Jib Crane
- Steer Loader
- Suspended Cradles/ Cradle operators training
- Syncro Lift
- · Telescopic Handler
- Tower Crane
- Tractor Dozer

- Land Fill Compactor
- Mafi Truck/ Trailer
- Manlift
- Mast Climbing Work Platform
- MEWPS Mobile Elevator Work Platform
- Water Cart Operator
- Hook Truck Operator
- Travel lift
- Wheel Loader
- Bobcat
- JCB
- Shovel
- Cartridge Operated Tools
- Boom Loader Operator Competency

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Industry Specific



Inspection & Welding Technology

- Welding Safety
- Hot Works Safety
- Governance, Risks and Compliance of IS&T

Electrical Safety

- Electrical Safety
- Supervisory staff for Electrical works
- Power Tools Safety
- Electrical Measurement Awareness Safety
- Lock Out Tag Out
- Cable Avoidance

Construction Safety

- Tile Cutting / Block Cutting Safety
- Table saw / Bench Saw Safety
- Steel Cutting & Bar Bending Safety
- Waterproofing Safety
- Excavation Safety
- General Site Safety
- Construction Safety for Managers

Driving Safety

• Defensive Driving

Confined Space Entry

- Confined Space Entry
- · Gas Detection Safety
- Confined Space Rescue
- · Authorized Gas Tester
- H2S Safety & BA Awareness
- · Confined Space Entry Supervisor,

General Safety

- Transports and Logistics Safety
- Site & Equipment Inspection
- Supervisory staff for Mechanical works
- Safety in Plant Operations
- PPE Safety
- Material Handling Safety
- Security & Site Controlling Safety
- Permit to Work (PTW)
- Warehouse Safety
- General HSE Awareness at Work
- Environmental Awareness
- Basic Safety Management Training
- Site Management Safety Training
- MEP Safety

Working at Height

- Working at Height
- Basic Safety Harness Awareness
- · Emergency Height Rescue

Rigging Safety

- Rigging Safety,
- Rigging Supervisor

Lifting safety

- Appointed Person for Lifting Operations
- Lifting Supervisor
- Banksman/Signalman Safety
- Forklift Safety

Hazardous material safety

- Hazardous workplace
- Chemical Handling Safety
- Control of Substances Hazardous to Health (COSHH
- Spill Prevention, Control & Counter measure Plan
- Hazard Communication
- Ammonia Handling Safety
- Breathing Apparatus Handling
- Hazardous Waste Management and Pollution Control
- Safe Handling & Transport of Hazardous Goods
- Radiation Safety
- Waste & Environment Management System



Business Management

- Management and Leadership
- Finance Accounting and Insurance
- Projects & Contracts Management
- Governance Risk Compliance and Internal Audit
- Procurement & Supply Chain
- Administration & Office Management
- Customer Service Training
- Soft-Skills & Behavior Training
- Sales and Marketing
- Human Resources & Talent Management

Management & Leadership

- Introduction to Management
- Change Management
- The Art of Management
- Certified Strategic Manager
- **Developing Management Skills**
- The Middle Manager
- Coaching and Mentoring
- Certificate in Business management
- Certified Business Development Manager
- Organizational Development Practitioner
- Strategic Planning
- Strategic Management
- Strategic Leadership
- Organizational Skills for Managers
- **Conflict Management**
- Emotional Intelligence
- **Employee Motivation**
- Leading with Emotional Intelligence
- Leadership and Influence
- Leading High Performance Teams
- Fundamentals of Project Management
- Supervisory Skills
- Certificate in Event Management
- Design and System Thinking
- Leadership Skills
- Developing Executive Leadership Skills
- Adaptive Leadership
- Manager to Leader: Making the Transition
- The Leadership Challenge
- Crisis Management



- Operations Management
- Managing Remote Teams
- First Time Manager
- Facility Management
- Assets Management
- Innovation Management
- Corporate Communication Strategies
- **Business Process Re-engineering**
- Feasibility Studies: Preparation, Analysis and Evaluation
- Business Intelligence: Data Analysis and Reporting
- Creating Business Intelligence Dashboards
- Business Intelligence: Performance Dashboard Training
- Strategic Planning Using the Balanced Scorecard
- Good to Great: Building and Sustaining Long-Term Business Success
- Certificate in Business Process Management and Improvement
- International Business Relations and the Political Economy
- Behavioral Science in Business: Understanding People to Drive Results
- Organizational Behavior
- Strategic Perspective and Commercial Acumen
- Building Effective Partnerships
- Advanced Teamwork and Cooperation Skills
- **Business Communication Skills**
- Business Process Design for Strategic Management
- **Business Sustainability Management**
- Coaching Skills for Managers
- Business Start Up for Entrepreneurs
- Business Process Analysis & Modelling
- Advanced Organizational Development
- Building OD Capability: Strategy and Execution



Business Management

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Finance Accounting and Insurance



- Budgets and Financial Reports
- Cost Control & Budgeting
- Managing Accounts using QuickBooks
- ACCRUAL ACCOUNTING EMPLOYEE BENEFITS
- ACCRUAL ACCOUNTING FIXED ASSET
- Certified Budget Specialist
- Certified Budget Analyst
- Advance Excel Training for Accounting Professionals
- Finance Transformation: Transform Skills Certificate Program
- Certificate in Financial Risk Management
- Cash Flow Management
- Feasibility Studies: Preparation, Analysis and Evaluation
- Mathematics of Finance
- Mastering Finance
- Value Added Tax (VAT) Course
- Certified Corporate Financial Planning and Analysis Professional (FP and A)
- Finance Digital Transformation

- IFRS Updates
- Mergers and Acquisitions
- Finance and Risk Analyst
- Accounting Reporting and Control
- Finance for Non-Finance Executives
- FinTech Management Course
- Accounting, Finance and Financial Reporting
- · Certificate in Anti Money Laundering
- Certified Accounting Professional
- Certified Finance Manager (CFM)
- Certified Professional Accounts Manager (CPAM)
- Certified Professional Financial Accountant (CPFA)
- Certified Global Tax Practitioner (CGTP)
- Certified Professional Treasury Manager (CPTM)
- Certified Professional Cost Accountant (CPCA)
- Certified Professional Financial Analyst (CPFA)
- Certificate in Insurance
- Insurance and Risk Management
- Energy and Construction Insurance Course
- Contractual Risk, Insurance and Indemnities

Project and Contract Management

- Leadership Development
- Effective Project Management
- Engineering Code of Ethics
- Advanced Contract Negotiation
- Critical Path Scheduling
- Project Planning and Control

- Project Delivery Methods
- Construction Projects Pricing and Bidding
- Developing Proposals
- Coaching & Mentoring
- Innovation in Civil Engineering
- Communications Skills for Project Manager



Business Management

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GRC & Internal Audit

- Fundamentals of Internal Auditing
- Tools for New Auditors
- Engagement Planning
- Engagement Fieldwork
- Engagement Outcome
- Essential Tools for Development of Fieldwork Skills
- Basic Audit Concepts / Introduction to Auditing & Audit Execution
- IA Professional Ethics & Standards
- Introduction to Audit Techniques
- Introduction to Annual Audit Plan
- Audit Plan Universe / Performance Management
- Intermediate Audit Execution
- Fundamentals of Governance, Risk and Controls
- Advanced Governance, Risk and Controls
- Fundamentals of Risk Assessment and Audit Plan
- Strategic Risk Assessment and Audit Plan
- Professional Audit Techniques
- Computer-Assisted Audit Tools CAAT
- Introduction to ACL
- Fundamentals in Audit Process
- Advanced Audit Process
- Advanced Internal Audit Techniques
- Introduction to IA Governance
- Internal Audit within the Oil & Gas Industry
- Quality Assurance Assessment for Internal Audit Activity
- Information Systems & Technology Audit (Basic)
- Information Systems & Technology Audit (Intermediate)
- Information Systems & Technology Audit (Advance)
- SAP Audit and Security
- Audit and Security of Industrial Control Systems



- Governance, Risks and Compliance of IS&T
- IT Emerging Risks
- COBIT Foundation
- IT Infrastructure Security
- CISA
- Cyber Security Audit by ISACA
- Fraud Risk, Compliance, Governance, Prevention & Investigation (Basic)
- Fraud Risk, Compliance, Governance, Prevention & Investigation (Advance)
- CFE
- CIA -- Part 1
- CIA Part 2
- CIA Part 3
- Governance, Risks and Controls for Internal Auditors
- Internal Audit Innovation
- Internal Audit Quality Assurance
- Fraud Investigation & Reporting
- · Internal Audit Governance
- Internal Audit Process & Techniques
- Auditing Professional Ethics
- Qlik Sense Training for Internal Auditors— Basic
- Qlik Sense Training for Internal Auditors Advanced
- MS Excel Advanced





Business Management

- Management and Leadership
- Finance Accounting and Insurance
- Projects & Contracts Management
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- Customer Service Training
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- Sales and Marketing
- Human Resources & Talent Management

Procurement & Supply Chain



- Supply Chain Technical Terminologies
- Introduction to Contract Management
- Production and operation Management
- Fundamentals of Purchasing Management
- Cost and Price Analysis Course
- Contracts Negotiating Skills
- Developing Purchasing Policies, Processes & Service Level Agreements
- Category Management for Procurement & Supply Chain Professionals
- Advanced Category Management
- Advanced Negotiation Skills for Contract Managers
- Supply Chain Management & Commercial Negotiations
- Advanced Commercial Contracts
- Legal Aspects of Contracts
- Claims Management
- Inventory Management
- Warehouse and Inventory Management
- Effective Supply Chain and Warehouse Management
- Supplier Relationship Management and Operation Excellence
- Advanced Vendor Management
- Advanced Purchasing Management
- Strategic Procurement and Supply Chain
- Strategies of Supply Chain and Distribution Management
- Advanced Warehouse Management
- Certified Supply Chain Manager (CSCM)
- Certified Wholesale & Retail Manager (CWRM)
- Certified Product Management Specialist (CPMS)
- Certified Warehouse Management Professional CWMP
- Certified International Supply Chain Professional (CISCP, Level 1))

- Certified International Purchasing/Procurement Professional (CIPP, Level 1)
- Certified International Purchasing/Procurement Manager (CIPM, Level 2)
- Certified International Purchasing/Procurement Consultant (CIPC, Level 3)
- Certified International Commercial Contracts Manager (CICCM)
- Certified International Professional Negotiator (CIPN)
- Certified International Trade, Shipping & Logistics Professional (CITLP)
- Certified International Sourcing Manager (CISM)
- Certified International Warehouse and Inventory Manager (CIWIM)
- Certified Supplier Quality Manager (CSQM)
- Certified International Contract Cost/Price Analyst (CICCPA)
- Project Management Professional in Procurement and Contracting (PMPPC)
- Certified Internal Procurement Auditor (CIPA)
- Certified International Category Manager (CICM)
- Certified Manager of Production Operation (CMPO)
- Certified Purchasing Professional (CPP)
- Certified Purchasing Manager (CPM)
- Certified Purchasing Professional (CPP)
- Certified International Supply Chain Professional (CISCP, Level 1)
- CIPS level 2 Certificate in Procurement and Supply Operation
- Certified International Supply Chain Manager (CISCM, Level 2)
- Certified International Supply Chain Consultant (CISCC, Level 3



Business Management

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Administration & Office Management

- Administrative Support
- Archiving & Document Management
- Business Ethics
- Business Etiquette
- Business Succession Planning
- Business Writing
- Business & Report Writing
- Call Center Training
- · Certificate in Office Management
- Certificate in Administration Management
- Civility in the Workplace
- Cultural Diversity
- Customer Service
- Employee Motivation
- Employee Recruitment
- · Executive Assistant Certificate
- Facility Management

- Interpersonal and Communication Skills
- Interpersonal Skills for Drivers
- Meeting Management
- Middle Manager
- Office Management
- Office Politics
- Personal Assistant Certificate
- Proposal Writing
- Receptionist Training
- Report Writing
- Safety in the Workplace
- Supervising Others
- Teamwork and Team Building
- Workplace Diversity
- Workplace Harassment
- Workplace Violence

Customer Service

- Call Center Training
- Customer Service
- Customer Service Excellence for Facility Management Business
- Customer Service Telephone Skills
- Customer Service Excellence for Hospitality Industry
- Customer Service Excellence for Industrial Sales Business
- Customer Service for Law Firms
- Customer Experience
- Customer Experience Strategies

- Delivering Exceptional Customer Service
- Identifying Customer Needs
- Customer Satisfaction & Retention
- Customer Happiness
- Certified Customer Service Professional
- Global Star Rating System for Customer Services
- Excellence in Government Customer Service Centers
- 7* Customer Service BSD332
- Handling Difficult Customers
- Dealing with Conflict in Customer Service
- Stress and Conflict management for Customer Service



Business Management

- Management and Leadership
- Finance Accounting and Insurance
- Projects & Contracts Management
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- Customer Service Training
- Soft-Skills & Behavior Training
- Sales and Marketing
- Human Resources & Talent Management



Soft Skills & Behavior Training

- Anger Management
- Assertiveness and Self Confidence
- Attention Management
- Business Ethics
- Business Etiquette
- · Business Writing
- Civility in the Workplace
- Conflict Resolution
- Creative Problem Solving
- Emotional Intelligence

- Personal Productivity
- Presentation Skills
- Public Speaking
- Facilitation Skills
- Generation Gap
- Interpersonal SkillsMeeting Management
- Negotiation Skills
- Personal Productivity
- Employee Motivation

- Public Speaking
- Safety in the Workplace
- Stress Management
- Supervising Others
- Teamwork and Team Building
- Time Management
- Workplace Diversity
- Inclusion & Tolerance
- Workplace Harassment
- Workplace Violence

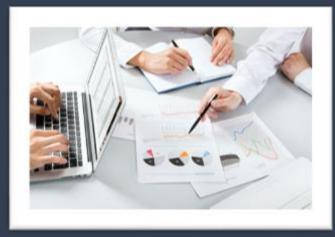
Introduction to Sales

- The Art of Successful Sales
- Psychology of Sales
- Trading Fundamentals,
- · Trading Psychology Course,
- Corporate Sales Strategies
- Sales Negotiation

Sales & Marketing

- Sales Manager Training
- Managing Sales Executives
- Overcoming Sales Objections
- Sales Recruitment Training
- Strategic Social Selling
- Customer Happiness
- Online Selling,

- Digital Sales
- E-Commerce Sales
- Closing the Deal
- Sales Prospecting Advanced Techniques
- Smart Calling



Business Management

- Management and Leadership
- Finance Accounting and Insurance
- Projects & Contracts Management
- Governance Risk Compliance and Internal Audit
- Procurement & Supply Chain
- · Administration & Office Management
- Customer Service Training
- Soft-Skills & Behavior Training
- Sales and Marketing
- Human Resources & Talent Management



Human Resources & Talent Management

- Anger Management
- Balanced Scorecards Professional
- Change Management
- Civility in the Workplace
- Competency Framework Design and Implementation
- Compensation & Benefits
- · Conflict Resolution
- Cultural Diversity
- Digital HR Transformation
- Diversity & Inclusion
- Employee Engagement

- Employee Happiness
- Employee Motivation
- Employee Onboarding
- Generation Gap
- Grading & Pay Structures
- Hiring & Recruitment Strategies
- HR Auditing
- HR Business Partner
- HR Generalist
- HR KPIs

- HR Metrics & Dashboarding
- HR Skills for HR Professionals
- HR Strategies
- HR Transformation
- Psychology of Sales
- Measuring Results from Training
- Negotiation Skills
- People Analytics

- Performance Evaluation & Assessments
- Performance Management
- · Recruitment & Selection
- Safety in the Workplace

- Business Succession Planning
- Talent Acquisition
- Talent Management
- Train-the-Trainer
- Workforce Succession Planning
- Workplace Diversity
- Workplace Harassment
- Workplace Violence

- Human Resource Management
- HR Executive Leadership
- Job Descriptions & Job Analysis
- Job Search Skills
- Knowledge Management
- Labor Law

English Language Coaching



English Language

- Business English
- English for Academic Purposes (EAP)
- English for Occupational or Professional Purposes
- English for Specific Purposes (ESP)
- Executive English
- General English (GE)
- IELTS



Business English

- Advanced Business Writing Skills
- Business Writing
- Persuasive Business Writing Skills

English for Academic Purposes (EAP)

- English for Legal Purposes
- English for Medical Purposes (OET)

English for Occupational or Professional Purposes (EOP)

- English for Engineers
- Military English

English for Specific Purposes (ESP)

- Customer Service
- Aviation Purposes
- Gas & Oil
- Tourism Purposes

Executive English

• Executive English Coaching

General English

General English Coaching

IELTS Courses

- IELTS Academic
- IELTS General Training



Engineering & Technical

- Mechanical & HVAC
- Electrical & Power System
- Boilers and Pressure Vessels
- Engineering & Technical Management
- Drilling Engineering
- Process Safety Management PSM
- Instrumentation & Process Control
- Oil & Gas
- Turbines & Rotating Equipment
- Asset Integrity & Quality Control
- Tanks, Pipelines & Piping
- Welding Inspection & NDT
- Civil Engineering & Infrastructure

Boiler Design, Operation, and Maintenance

- Centrifugal Compressor Operations and Maintenance
- Compressors Inspection and Troubleshooting
- Machine Condition Monitoring Techniques
- Hydraulic Fundamentals and Principles
- Heat Exchangers Design, Operations, and Troubleshooting
- Machine Failure Analysis and Prevention
- Valves Maintenance, Inspection, and Troubleshooting
- Advanced Valve Technology: Design, Selection, Installation, Applications, Operation and Maintenance
- Bearing: Installation, Maintenance, Troubleshooting

Mechanical & HVAC

- Hydraulic Fundamentals and Principles
- Pump Maintenance and Troubleshooting
- Blowers and Compressor
- Pressure Relief Valve Inspection, Repair, Operation & Maintenance
- Rigging and Equipment Installation
- HVAC Mechanical Systems
- Fundamental Control Strategies for HVAC Systems
- HVAC Pneumatic Controls Multi Manufacturer
- Absorber Operations/Maintenance
- Air Cooled Screw Chiller
- Gear Boxes
- Machinery Vibration Analysis and Condition Monitoring
- Valve Technology: Design, Selection, Application, Inspection and Troubleshooting

- Valve Technology: Design, Selection, Application, Inspection and Troubleshooting
- Valve Technology Maintenance and Troubleshooting
- Diesel Engine: Designs, Installation, Operations, Troubleshooting And Maintenance
- Basic Mechanics
- Lubricants and Lubrications
- Power Transmission Equipment
- Bearings
- Pump Maintenance and Mechanical Seal
- Alignment Methods and Applications
- Shaft Alignment Methods and Applications
- Hydraulic Systems and Troubleshooting
- Basic Pneumatics
- Pneumatic Troubleshooting
- Vibration Analysis Cat I, Cat II, Cat IV
- Vibration Diagnostics Using Case Studies
- HVAC Equipment Maintenance
- Chiller Start-up & Troubleshooting

Electrical & Power Systems

- Basic Electricity and Electronics
- Electrical safety and Protection
- DC Circuits Fundamentals
- DC Equipment and Controls
- DC Motor Operation and Maintenance
- DC Motor Controller Maintenance
- AC Circuits
- Transformers
- Electrical Fault Finding and Troubleshooting
- High-Voltage Systems Operations
 & Maintenance

- HV Switchgear Maintenance
- HV Transformers & Motors
 Operations & Troubleshooting
- HV and LV Switchgear: Operation, Maintenance and Troubleshooting
- AC/DC UPS and Batteries
 Operation, Maintenance and
 Troubleshooting
- Electrical Control Circuits and Equipment: Applications and Troubleshooting
- Advanced Interpretation of Electrical Drawings

- Single-Phase Motors
- Three-Phase Systems
- Conductors
- Contactors and Relays
- Current, Voltage, and Resistance
- AC Control Equipment
- Electrical Measuring Instruments
- Circuit Breakers and Switchgears (Advanced)
- Electrical Troubleshooting

- Maintenance of High-Voltage Circuit Breakers
- Electronics Systems
- Electrical Control Circuits and Equipment: Applications and Troubleshooting
- HV (High Voltage) Authorized Person Training
- Power Systems Design
- Competent Electrical Person
- Electrical Control and Monitoring System (ECMS)
- Electrical Energy Conservation



Engineering & Technical

- Mechanical & HVAC
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- Boilers and Pressure Vessels
- Engineering & Technical Management
- Drilling Engineering
- Process Safety Management PSM
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- Oil & Gas
- Turbines & Rotating Equipment
- Asset Integrity & Quality Control
- Tanks, Pipelines & Piping
- Welding Inspection & NDT
- Civil Engineering & Infrastructure

Boilers and Pressure Vessels



- Design, Sizing, Construction, Inspection and Maintenance
- ASME B31 Piping Fabrication and Examination
- Predicting Thermal Hydraulic Loads on Pressure Vessels and Piping
- Centrifugal Compressor Performance Analysis
- The Gas Turbine: Principles & Applications
- Introduction to Hydraulics for Industry Professionals
- ASME Boiler & Pressure Vessel Certification Process
- ASME B31Q Pipeline Personnel Qualification
- Boiler Operation and Maintenance
- Boiler Operation and Maintenance with Inspection, Repairs, and Alterations
- Design and Selection of Heat Exchangers
- Centrifugal Compressor Performance Analysis
- Centrifugal Pumps: Testing, Design, and Analysis
- Design and Selection of Heat Exchangers
- Engineering of Piping Systems
- Risk and Reliability Strategies for Optimizing Performance
- The Engineering Manager
- Boiler Operation Certification
- Inspection Planning Using Risk-Based Methods
- Process Safety and Risk Management
- Project Management for Engineers
- Root Cause Analysis Fundamentals
- Risk and Reliability Strategies for Optimizing Performance

- ASME B31.3 Process Piping Design
- ASME B31.3 Process Piping Design, Materials, Fabrication, Examination and Testing
- ASME Section VIII, Division 1: Design and Fabrication of Pressure Vessels
- ASME Section VIII, Division 1: Design and Fabrication of Pressure Vessels, and Inspection, Repairs, and Alteration of Pressure Equipment
- ASME Section IX: Welding, Brazing, and Fusing Qualifications
- ASME B31.1 Power Piping Code
- ASME Section VIII, Division 2: Alternative Rules Design and Fabrication of Pressure Vessels
- API 579-1/ASME FFS-1- Fitness-for Service
- Failure Prevention, Repair and Life Extension of Piping, Vessels, and Tanks
- ASME Code, Section I: Power Boilers
- ASME Code, Section III, Division 1: Rules for Construction of Nuclear Facility Components
- ASME B31.8 Gas Transmission & Distribution Piping Systems
- Inspection, Repairs, and Alterations of Pressure Equipment
- ASME Section V Nondestructive Examination
- ASME Section XI : In-service Inspection of Nuclear Power Plant Components
- Overview of Codes & Standards for Nuclear Power Plants
- ASME/API Codes Requirements for Pressure Relief Devices:



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- Turbines & Rotating Equipment
- Asset Integrity & Quality Control
- Tanks, Pipelines & Piping
- Welding Inspection & NDT
- Civil Engineering & Infrastructure

Engineering & Technical Management

- Plant Operations Strategies
- · Maintenance Planning and Scheduling
- Planned Shutdown, Critical Activities, Isolation, Start-up & Commissioning
- Mechanical Engineering Applications for Technicians
- Heat Transfer Engineering for Industrial Process Applications
- Maintenance Leadership Skills for Maintenance Professionals
- Modern Maintenance Technologies
- Predictive Maintenance (PdM): Training on PdM technology and applications
- Applying Reliability Engineering Principles to Process Equipment Maintenance
- ISO 55000 and Risk-Based Asset Management
- Reliability Excellence for Technical & Maintenance Managers
- Managing Shutdowns, Turnarounds and Outages
- · Pipeline Design and Integrity Engineering
- Advanced Technology of Pipeline Design, Construction and Mechanical Integrity
- Engineering Design, Codes and Standards
- Advanced Shutdown and Turnaround Management
- Asset Integrity Management System (AEIMS) and Monitoring
- Safe Work Practices in Plant
- Laboratory Information Management Systems (LIMS)
- Shut Down and Start Up Activities
- Best Practices in Multi-Shift Operations
- Nitrogen Plant Operation
- Risk and Reliability Strategies for Optimizing Performance
- Root Cause Analysis Fundamentals
- The Engineering Manager
- · Water Analysis and Quality Control
- Field Quality Control Inspection

Drilling Engineering



- Basic Drilling Technology
- Basic Drilling Calculations
- Casing Design
- Data Analytics for Drilling Optimization
- Basic Drilling Fluid and Casing Running Process
- Rig Inspection, Maintenance and Audits
- Well Integrity Management
- Horizontal, Extended and Multilateral Drilling
- Advanced Geosteering
- Well Stimulation Techniques and Treatment
- Drilling Essentials For Non-Drilling Professional
- Artificial Lifting Design and Optimization
- · Drilling Well Control
- Well Intervention Pressure Control
- Subsea Well Intervention Pressure Control
- Drilling Rigger (Basic)
- Crane Operator
- RigPass®
- Well Design & Engineering
- Drilling Industry Training
- Integrity in Well Control Training
- Drilling and Wells Personnel Basic Training
- Well Site Supervisor Training
- X-Mass Tree and Well head Operation and Testing
- Well Control and Well Intervention
- Cementing Technology
- · Drilling Engineering
- Drilling High-Temperature and High-Pressure (HT/HP) Wells Technology
- Drilling Fluids Technology
- Advanced Drilling Technology
- Well Completion Design and Operations, Well Stimulation and Workover Planning
- Advanced Well Completion and Workover Technologies
- Smart Well Drilling Completion



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- Tanks, Pipelines & Piping
- Welding Inspection & NDT
- Civil Engineering & Infrastructure

Process Safety Management PSM

- Layer of Protection Analysis (LOPA)
- Principles of Process Hazards Analysis
- PHA Team Leader Training
- Introduction to HAZOP Study
- HAZOP Leadership Training
- Safety Integrity Level SIL Determination
- SIL Assessment Using Layers of Protection (LOPA)
- Developing an Effective Process Safety Management System
- Auditing for Process Safety Management
- Mechanical Integrity and RAGAGEPs for Process Safety Management
- Management of Change for Process Safety
- Incident Investigation
- Risk Analysis and Decision Making
- Human Error Analysis and Human Factors
- · Hazardous Area Classification
- Quantitative Risk Assessment
- Safety and Operability Studies on Electrical Power Systems
- Documentation, P&IDs and Equipment Datasheets
- Developing Effective Standard Operating Procedures
- Pressure Relief and Flare Analysis
- Facility Siting
- Bow-Tie Analysis
- Fault Tree Analysis
- Reliability Analysis and Engineering
- Failure Modes Effect Analysis
- Prevention of Loss of Containment
- Inherently Safer Design
- HSECES and Performance Standards
- HAZID/ENVID/OHID Study
- Consequence Modelling Review
- Environmental Impact Assessment (EIA)
- HYSYS Process Simulation
- · LSIR, IRPA, and Societal Risk Assessment



Instrumentation & Process Control

- Industrial Instrumentation & Control
- Piping & Instrumentation Diagrams
- Introduction to Control and Data Systems
- Industrial Process Systems
- Distributed Control Systems
- Single Loop Control
- Field Devices: Pressure, Temperature, and Weight
- Measurement of Pressure and Temperature
- Measurement of Level and Flow
- Pressure Gauges and Calibration
- Multiple Loop Control
- Instrumentation and Control: The Human-Machine Interface
- Pneumatic Controls
- Troubleshooting Control Loops
- Automatic Process Control
- Process Control Charts
- Advanced Certificate in Process Automation
- Fiber Optic Control Networks
- Programmable Logic Controllers (PLCs)
- Introduction to PLC, Telemetry and SCADA Technologies
- PLC Networks and Network Troubleshooting



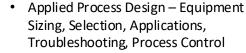
Engineering & Technical

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- Asset Integrity & Quality Control
- Tanks, Pipelines & Piping
- Welding Inspection & NDT
- Civil Engineering & Infrastructure

Petroleum and Energy Economics in Light of the Carbon Neutrality

- Fundamentals of Petroleum Geomechanics
- Applied Project Management for Oil and Gas
- Global Energy Markets
- Advanced Gas Treatment, Conditioning and Liquefaction
- Acid Gas Removal Operation and Troubleshooting
- Advanced Natural Gas Liquid Systems
- Dehydration, Separation, Fuel Gas and Fractionation
- Oil Movement, Storage and Troubleshooting
- Sulphur Recovery Process, Operation and Troubleshooting
- Gas Treatment and Sulphur Recovery
- Sulphur Storage
- Advanced Gas Chromatography Techniques and Troubleshooting
- Liquefied Natural Gas Process
- Gas Conditioning and Processing
- CO2 Separation and Compression
- Distillation and Fractionation Operation and Design
- Ex01-Ex04 Gas and Vapors (E/II,M and I)
- Production Engineering and Operations
- Advanced Dry Gas Seal Design and Selection
- Applied Water Technology in Oil and Gas Production
- Water Injection Treatment
- Advanced Gas Dehydration and Mercury Removal
- Energy Optimization of Oil Refineries
- Completion and Production Engineering
- Advanced Integrated Reservoir Analysis

Oil & Gas



- Advanced Acid Gas Removal
- Gas Lift and ESP Operations and Optimization
- Flare Systems Operation
- Nitrogen Plant Operation
- Oil and Gas Operations, Gas Processing, Storage Tanks
- Gas Processing and Gas Sweetening
- Advanced Saphir (Kappa)
- Dynamic Data Analysis using KAPPA
- Geomodelling
- Advanced Geology
- Reservoir Engineering for Non-Reservoir Engineers
- Production Logging and Reservoir Monitoring
- Feed Gas Compression
- Amine Gas Treating
- · Basic Petroleum Chemistry
- Flow Assurance and Production Chemistry
- Integrated Carbonate Reservoir Characterization
- Dry Gas Seal Systems
- Gas Production and Processing Facilities
- · Advanced Pigging and Plant Engineering
- Advanced Enhanced Oil Recovery (EOR)
 Technology and Optimization
- Basic Reservoir Management
- Dynamic Data Analysis using KAPPA
- Carbonate Seismic Reservoir Analysis



- Gas Chromatography: Fundamentals and Troubleshooting
- Slickline Operations
- Hydrocarbon Production Operation
- Geomechanics for Sanding Evaluation and Sand Control Selection
- Energy Transition for Oil & Gas Professionals
- Hydrogen Utilization and Hydrogen Underground Storage
- Carbon Capture and Storage
- Modern Production Data Analysis for Unconventional Reservoirs
- Reservoir Engineering Applications of Advanced Data Analytics
- Unconventional Reservoir Production (Rate-Transient) Analysis
- Methane Emission Measurement & Mitigation
- An Engineering Introduction to Hydrogen
- Evaluation of Oil and Gas Properties, Reserves and Production Forecast
- Distillation Column Design and Operations
- Gas Lift and ESP Operations and Optimization
- Hydrogen Industry Fundamentals
- Optimization
- Artificial Intelligence Applications in Oil Fields
- Environment, Waste Management and Spill Control



Engineering & Technical

- Mechanical & HVAC
- Electrical & Power System
- Boilers and Pressure Vessels
- Engineering & Technical Management
- Drilling Engineering
- Process Safety Management PSM
- Instrumentation & Process Control
- Oil & Gas
- Turbines & Rotating Equipment
- Asset Integrity & Quality Control
- Tanks, Pipelines & Piping
- Welding Inspection & NDT
- Civil Engineering & Infrastructure

Turbines & Rotating Equipment



- Gas Turbine Operation
- Elliott Compressors and Steam Turbines
- Turbine: Major Inspection and Overhaul
- Gas Turbine: General Electrical System Maintenance
- Introduction to Gas Turbine and Compressor Control
- Rotating Machinery, Turbine and Compressor Control
- Rotating Machinery Vibration Analysis
- Plant Rotating Equipment, Selection, Operations and Troubleshooting
- Heavy Duty Gas Turbine

- · Major Rotating Equipment Reliability Optimization
- Maintenance of Process Plant Equipment
- Steam Turbines: Operation, Maintenance and Troubleshooting
- Air Compressors and Gas Turbines: Selection and Design
- Gas Turbine: Operation, Maintenance, Installation and Troubleshooting
- Gas and Steam Turbines
- Rotating Equipment Maintenance and Failure Analysis
- Compressors and Turbines: Operations, Maintenance and Troubleshooting
- Balancing of Rotating Machinery (BRM)

Asset Integrity & Quality Control

- · Environment, Waste Management and Spill Control
- Asset Integrity Process Safety Management (AIPSM)
- Fundamentals of Asset Management
- · Advanced Corrosion in Process Operation
- Metallurgy, Corrosion and Prevention of Failures
- Protective Coatings for Corrosion Protection
- Advanced Good Laboratory Practice (GLP) and Uncertainty Measurement
- Corrosion Monitoring, Prevention and Control in Oil and Gas Industry
- Metallurgy and Material Selection for Mechanical Engineers
- Construction Quality Control and Site Inspection
- Cathodic Protection Design
- Cathodic Corrosion Protection System
- Fundamentals of Asset Management
- Advancing Field Development Planning Towards Integrative Life Cycle
- Field Quality Control Inspection
- Pipeline Corrosion Integrity Management (PCIM)
- Asset Integrity Management System (AEIMS) and Monitoring

- Jet A1 Coalescer filters
- Environment, Waste Management and Spill Control
- Coalescer filters Inspection and Maintenance
- Corrosion Management in Oil and Gas industry
- Implementing Effective Preventive and Predictive Maintenance
- Laboratory Instruments Calibrations and Troubleshooting Techniques
- Coating Inspection
- Asset Integrity and Reliability Management System
- Water Analysis and Quality Control
- Internal Corrosion for Pipeline Course
- Risk Based Inspection (RBI) Methodologies
- Pipeline: Inspection, Maintenance, Repair, Integrity and Rehabilitation
- Cathodic Protection System
- Earthing and Lighting Protection System
- Laboratory Health and Safety
- Laboratory Information Management Systems (LIMS)
- · Pipeline Inspection using Intelligent Pigging
- Plant Integrity Management
- Quality Control of Fuel Products



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Tanks, Pipelines & Piping

- API 510 Pressure Vessel Inspector
- API 570 Piping Inspector
- API 653 Aboveground Storage Tank Inspector
- API 1169 Pipeline Construction Inspector
- API 1184 Pipeline Facility Construction Inspector
- API 571 Corrosion and Materials
- API 577 Welding Inspection and Metallurgy
- API 570 Risk Based Inspection
- API TES Tank Entry Supervisor
- Damage Mechanisms Affecting Fixed Equipment in the Refining Industry (API 579-1/ASME FFS-1/RP 571)
- Engineering of Piping Systems
- Layout of Piping Systems & Process Equipment
- Pipeline Engineering Construction and Operations
- Pipeline Management System, Pigging Operation & Troubleshooting
- Tank Farm Operations and Performance

Welding Inspection & NDT

- Certified Welding Engineer (CWEng)
- Senior Certified Welding Inspector (SCWI)
- Certified Welding Inspector (CWI)
- Certified Welding Educator (CWE)
- Certified Associate Welding Inspector (CAWI)
- Certified Welding Supervisor (CWS)
- Certified Radiographic Interpreter (CRI)
- Pipe Layout & Fit-up for Welding Supervisors
- Blueprint Reading and Drawings
- Welding Metallurgy for Engineers
- Welding Technology and Processes
- ASNT Level I & II (PT, MT, RT, UT, VT)
- ASNT Level III (Refresher)
- · Acoustic Emission Testing (AE)



Civil Engineering & Infrastructure

- Road Project Management
- Precast Concrete Pavement Technology
- Practical Design, Construction, and Repair guidelines for Shotcrete Application
- Construction and Maintenance of Permeable Interlocking Concrete Pavements
- Sanitary Sewage Collection Systems
- Roller-Compacted Concrete Pavements
- Surface Water Treatment Plant
- Best Practices for the Design and Construction of Rigid Pavements
- Groundwater Treatment Technologies
- Low Pressure Sewage Systems
- Bases and Subbases for Flexible and Rigid Pavements
- · Road Construction Quality Control and Quality Assurance
- Quantity Take-Off: Heavy Civil/Utilities
- Advanced Concrete Technology
- Avoiding Problems in Masonry Construction
- Concrete Structural Design for Industrial Projects
- Construction Management, Procedures & Implementation
- Deflection Calculation of Concrete Floors
- Design of Building Foundations Practical Basics
- Design of High-Rise Steel Structures The Basics
- Principles of Construction Contracting
- Strengthening Structural Steel Beams
- Quantity Take-Off Structures
- Renovation of Pre-Engineered Buildings



Industry Specific



We offer bespoke courses tailored to meet your specific requirements. Our team of experts works closely with you to identify your unique learning objectives and design a customized curriculum that addresses your specific needs

- Manufactures and Industries
- Marine and Ports

- Public Sector & Defense
- Telecommunication & Advanced Technology
- Tourism & Hospitality
- Transport & Logistics- Railways, Ports

- Civil & Infrastructure in Industry Specific
- Education and Training
- Energy
- Healthcare
- Logistics and Transport
- Utilities Water & Power
- Welfare & Nonprofits

ICT, CLOUD & SECURITY



ICT, Cloud & Security

- Web and Mobile Development Courses
- Cloud & DevOps Courses
- Data Science & AI (Artificial Intelligence)
- AR/VR (Metaverse) & Media
- Networking Courses
- Social Media Courses
- Media & Graphic Designing Courses
- Microsoft 365
- ERP & CRM Applications



Web and Mobile Development Courses

- · Python Certification Course
- Angular / Angular JS
- React / React JS
- ASP. Net
- Java Programming
- iOS development
- Android development
- Hybrid Mobile apps (React Native, Xamarin, Iconic, KindoUl etc.)
- SQL Server Training
- Oracle DB & Developer Certification
- PL/SQL Training

Cloud & DevOps Courses

- Microsoft Azure Fundamentals
- Developing Windows Azure and Web Services
- Microsoft Azure Security Technologies
- Microsoft Azure Architect Design
- AWS Cloud Fundamentals
- Development on AWS
- AWS Architect
- Professional Cloud Service Manager
- Professional Cloud Service Developer
- Cloud Technology Associate
- Cloud Solution Architect
- G-42

Data Science & AI (Artificial Intelligence)

- Data Science with R
- Data Analytics (Data Classification, Modeling, Warehousing
- Machine Learning & Al (Python, Ruby on Rail)
- Deep Learning
- NLP (Natural Language Processing) Specialization

AR/VR (Metaverse) & Media

- Vuforia
- Unity
- ARcore
- ARKit
- WebXR

Networking Courses

- CISSP Certification
- CCNA Cloud Certification
- CCNA Routing & Switching
- CCIE Routing & Switching
- MCSE Certification
- Comptia Security + Certification

Social Media Courses

- Social Media Marketing
- Digital Marketing
- SEO (Search Engine Optimization)

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- Social Media Courses
- Media & Graphic Designing Courses
- Microsoft 365
- ERP & CRM Applications



Microsoft 365

- Working and Managing Remotely for Managers
- MS Office Professional (Word, Excel, PowerPoint)
- Advance Microsoft Excel
- Advance Microsoft Access Training
- MS SharePoint
- MS Power BI
- MS Power Apps
- Working and Managing Remotely for Managers

Media & Graphic Designing Courses

- Adobe Photoshop
- · Adobe Illustrator
- Adobe InDesign
- Adobe Premier Pro
- · Adobe Dreamweaver
- 3D Studio Max
- · 3DS Max for Architecture & Interior designing
- AutoCAD
- Corel Draw

ERP & CRM Applications

- MS Dynamics
- Oracle EBS
- Tally ERP
- SAP Success Factor (HRMS)
- SAP Ariba
- SAP FICO (Financial Accounting & Controlling)
- SAP PP (Production Planning)
- SAP MM (Material Management)

- SAP PM (Plant Maintenance)
- SAP (Quality Management (SAP QM)
- SAP PS (Project System)
- SAP SD (Sales & Distribution)
- SAP FSCM (Financial Supply Chain Management
- Peachtree (SAGE Peachtree)
- QuickBooks (Intuit QuickBooks)

Management System Standard



Management System Standard

- Lead Auditor
- Internal Auditor
- Awareness
- Implementation

Lead Auditor Training

- ISO 9001:2015 Quality Management Systems
- ISO 14001:2015 Environment Management Systems
- ISO 45001:2018 OHS Management Systems
- ISO 50001: 2018 Energy Management Systems
- ISO 22301:2019 Business Continuity Management Systems
- ISO 22000:2018 Food Safety Management Systems
- ISO 27001:2022 Security Management Systems

Awareness Training

- ISO 9001:2015 Quality Management Systems
- ISO 14001:2015 Environment Management Systems
- ISO 45001:2018 OHS Management Systems
- ISO 22000:2018 Food Safety Management Systems
- ISO 22301:2019 Business Continuity Management Systems
- NCEMA 7000:2021 The National Standard for Business Continuity Management Systems
- ISO 31000:2018 Risk Management
- ISO 50001:2018 Energy Management Systems
- ISO 55001:2014 Asset Management Systems
- ISO 41001:2018 Facility Management Systems
- ISO 20121:2012 Event sustainability Management Systems
- ISO 21401:2018 Tourism & Related Services Sustainability Management System for Accommodation Establishments
- ISO 26000 Social Responsibility
- ISO 30401:2018 Knowledge Management Systems
- ISO 37001:2016 Anti-bribery Management Systems
- ISO 10004: 2018 Customer Satisfaction
- ISO 20400:2017 Sustainable procurement
- ISO 29001:2020 Oil & Gas QMS
- ISO 21001:2018 Educational organizations Management Systems
- Integrated Management System Awareness
- OSHMS Awareness based on OSHAD SF requirements



Internal Auditor Training

- ISO 9001:2015 Quality Management Systems
- ISO 14001:2015 Environment Management Systems
- ISO 45001:2018 OHS Management Systems
- ISO 22301:2019 Business Continuity Management Systems
- ISO 50001:2018 Energy Management Systems
- ISO 22000:2018 Food Safety Management Systems
- ISO 55001:2014 Asset Management Systems
- ISO 18295-1:2017 Customer Contact Centres Requirements
- ISO 29990:2010 Learning Services for Non-formal Education and Training
- ISO 41001:2018 Facility Management Systems
- ISO 30401:2018 Knowledge Management Systems
- ISO 37001:2016 Anti-bribery Management systems
- ISO 20400:2017 Sustainable procurement
- ISO 29001:2020 Oil & Gas QMS
- ISO 21001:2018 Educational organizations Management Systems
- ISO 21401:2018 Tourism & Related Services
- Integrated Management System Internal Auditor

Implementation Training

- ISO 9001:2015 Quality Management Systems
- ISO 14001:2015 Environment Management Systems
- ISO 45001:2018 OHS Management Systems
- ISO 55001:2014 Asset Management Systems
- ISO 50001:2018 Energy Management Systems
- ISO 31000:2018 Risk Management
- ISO 22000:2018 Food Safety Management Systems
- ISO 20121:2012 Event sustainability Management Systems
- ISO 21401:2018 Tourism & Related Services Sustainability Management System for Accommodation Establishments
- NCEMA 7000:2021 The National Standard for Business Continuity Management System
- OSHMS Implementation based on OSHAD SF requirements