

**APRIL 2024 TRAINING SCHEDULE - PORT HARCOURT (Int'l Certification & Local content.)**

**(A) PORT HARCOURT TRAINING CENTRE.**

MONTH	COURSE	DURATION	DATE
<b>APRIL</b>	<b>HSE Level 1,2 &amp; 3</b>	<b>3 Days</b>	<b>5<sup>th</sup> – 7<sup>th</sup></b>
	<b>Document Control &amp; QMS Documentation</b>	<b>3Days</b>	<b>26<sup>th</sup> – 28<sup>th</sup></b>
	<b>ISO 27001 Info. Security <b>Lead Auditor – IRCA UK</b></b>	<b>5 Days</b>	<b>1<sup>st</sup> -5<sup>th</sup></b>
	<b>ISO 14001:2015 (EMS) <b>Lead Auditor – IRCA UK</b></b>	<b>5 Days</b>	<b>15<sup>th</sup> – 19<sup>st</sup></b>
	<b>ISO 14001:2015 (EMS) <b>LA – Exemplar Global USA</b></b>	<b>5Days</b>	<b>15<sup>th</sup> – 19<sup>st</sup></b>
	<b>Crane Operations &amp; Safety Course</b>	<b>5 Days</b>	<b>22<sup>nd</sup> – 26<sup>th</sup></b>
	<b>ISO 9001:2015 (QMS) <b>Lead Auditor – IRCA UK</b></b>	<b>5 Days</b>	<b>22<sup>nd</sup> – 26<sup>th</sup></b>
	<b>ISO 9001:2015 (QMS) <b>LA – Exemplar Global USA</b></b>	<b>5 Days</b>	<b>22<sup>nd</sup> – 26<sup>th</sup></b>
	<b>ISO 45001:2018 (OH&amp;S) <b>Lead Auditor – IRCA UK</b></b>	<b>5 Days</b>	<b>8<sup>th</sup> – 12<sup>th</sup></b>
	<b>ISO 45001:2018 (OH&amp;S) <b>LA – Exemplar Global USA</b></b>	<b>5 Days</b>	<b>8<sup>th</sup> – 12<sup>th</sup></b>
	<b>Risk Management ISO 31000–Lead Auditor</b>	<b>5 Days</b>	<b>1<sup>st</sup><sup>th</sup> - 5<sup>th</sup></b>
	<b>Process Safety Management –NEBOSH uk</b>	<b>4Days</b>	<b>3<sup>th</sup> – 6<sup>th</sup></b>
<b>NEBOSH IGC</b>	<b>11 Days</b>	<b>8<sup>th</sup> -19<sup>th</sup></b>	
<b>Human Resource Management</b>	<b>2 Days</b>	<b>18<sup>th</sup> -19<sup>th</sup></b>	

	<b>Aligning HR with Cooperate Strategic Objectives</b>	<b>2 Days</b>	<b>25<sup>th</sup> -26<sup>th</sup></b>
	<b>Personal Effectiveness, Efficiency and Performance Measurement for Human Resources Professional</b>	<b>2 Days</b>	<b>5<sup>th</sup> -6<sup>th</sup></b>
	<b>Work Load Management and Productivity Improvement</b>	<b>2 days</b>	<b>15<sup>th</sup> -16<sup>th</sup></b>
	<b>Advanced Management workshop for Secretary &amp; Personal Assistant</b>	<b>2 days</b>	<b>11<sup>th</sup> -12<sup>th</sup></b>
	<b>Building a Good Health Safety culture at workplace</b>	<b>1 Days</b>	<b>22<sup>nd</sup> -23<sup>rd</sup></b>
	<b>Preventive Maintenance Course</b>	<b>3 Days</b>	<b>26<sup>th</sup></b>
	<b>Journey Management</b>	<b>2 Days</b>	<b>26<sup>th</sup> -28<sup>th</sup></b>
	<b>Inventory Management</b>	<b>3 Days</b>	<b>19<sup>th</sup> - 20<sup>th</sup></b>
	<b>Budget and Budgetary Control</b>	<b>3 Days</b>	<b>5<sup>th</sup> -7<sup>th</sup></b>
	<b>Effective Purchasing and contract Negotiation</b>	<b>3 Days</b>	<b>5<sup>th</sup> -7<sup>th</sup></b>
	<b>Internal Control and Risk Management</b>	<b>3 Days</b>	<b>12<sup>th</sup> -14<sup>th</sup></b>
	<b>Mastering Procurement Fundamentals</b>	<b>3 Days</b>	<b>26<sup>th</sup> -28<sup>th</sup></b>
	<b>Negotiating Skills for Procurement and Contract Mgmts.</b>	<b>3 Days</b>	<b>3<sup>rd</sup> -5<sup>th</sup></b>
	<b>Strategic Procurement &amp; Vendor Management</b>	<b>3 Days</b>	<b>11<sup>th</sup> -13<sup>th</sup></b>
	<b>GENERAL HSE (Supervision)</b>	<b>5 Days</b>	<b>22<sup>nd</sup> -24<sup>th</sup></b>
			<b>22<sup>nd</sup> – 26<sup>th</sup></b>

**NOTE: MCL now conducts weekend classes for ISO Lead Auditor courses. This is specifically for those who work throughout the week and can't get some time off work.**

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