

## AM – AKEMSON KONSULT 2019 LIST OF TRAINING COURSES IN LAGOS

S/NO	COURSE	DATE	FEE
1	EFFECTIVE LEADERSHIP AND MANAGEMENT SKILLS	24 <sup>TH</sup> – 25 <sup>TH</sup> JANUARY 4 <sup>TH</sup> – 5 <sup>TH</sup> JULY	N55,000.00
2	WORK – LIFE BALANCE FOR BETTER PRODUCTIVITY	7 <sup>TH</sup> – 8 <sup>TH</sup> FEBRUARY 11 <sup>TH</sup> – 12 <sup>TH</sup> JULY	N55,000.00
3	PRODUCTION MANAGEMENT: PRINCIPLES AND BEST PRACTICES	7 <sup>TH</sup> – 8 <sup>TH</sup> MARCH 1 <sup>ST</sup> – 2 <sup>ND</sup> AUGUST	N55,000.00
4	QUALITY IMPROVEMENT PROCESS	14 <sup>TH</sup> – 15 <sup>TH</sup> MARCH 18 <sup>TH</sup> – 19 <sup>TH</sup> JULY	N50,000.00
5	MANAGEMENT SKILL DEVELOPMENT FOR SECRETARIES AND PERSONAL ASSISTANTS	4 <sup>TH</sup> – 5 <sup>TH</sup> APRIL 8 <sup>TH</sup> – 9 <sup>TH</sup> AUGUST	N55,000.00
6	ACCOUNTING SKILL IMPROVEMENT FOR MIDDLE LEVEL MANAGERS AND SUPERVISORS	21 <sup>ST</sup> – 22 <sup>ND</sup> FEBRUARY 25 <sup>TH</sup> – 26 <sup>TH</sup> JULY	N50,000.00
7	FACILITY MAINTENANCE AND MANAGEMENT	14 <sup>TH</sup> – 15 <sup>TH</sup> MARCH 22 <sup>ND</sup> – 23 <sup>RD</sup> AUGUST	N55,000.00
8	EXCELLENT OPERATIONS MANAGEMENT	21 <sup>ST</sup> – 22 <sup>ND</sup> MARCH 15 <sup>TH</sup> – 16 <sup>TH</sup> AUGUST	N55,000.00
9	PERFORMANCE IMPROVEMENT COURSE FOR PRODUCTION STAFF	28 <sup>TH</sup> – 29 <sup>TH</sup> MARCH	N50,000.00

		29 <sup>TH</sup> – 30 <sup>TH</sup> AUGUST	
10	ADVANCED SELLING SKILLS	30 <sup>TH</sup> – 31 <sup>ST</sup> MAY 3 <sup>RD</sup> – 4 <sup>TH</sup> OCTOBER	N55,000.00
11	MASTERING NEGOTIATION: PRINCIPLES AND PRACTICES	18 <sup>TH</sup> – 19 <sup>TH</sup> APRIL 10 <sup>TH</sup> – 11 <sup>TH</sup> OCTOBER	N55,000.00
12	BEST PRACTICES IN PREVENTIVE MAINTENANCE	28 <sup>TH</sup> – 29 <sup>TH</sup> MARCH 17 <sup>TH</sup> – 18 <sup>TH</sup> OCTOBER	N50,000.00
13	CUSTOMER SERVICE ESSENTIALS	2 <sup>ND</sup> – 3 <sup>RD</sup> MAY 12 <sup>TH</sup> – 13 <sup>TH</sup> SEPTEMBER	N50,000.00
14	TOTAL PRODUCTIVE MAINTENANCE	9 <sup>TH</sup> – 10 <sup>TH</sup> MAY 5 <sup>TH</sup> – 6 <sup>TH</sup> SEPTEMBER	N55,000.00
15	IMPROVED DRIVERS' BEHAVIOUR AND ATTITUDINAL CHANGE	17 <sup>TH</sup> – 18 <sup>TH</sup> MAY 20 <sup>TH</sup> – 21 <sup>ST</sup> SEPTEMBER	N35,000.00
16	STRATEGIC MARKETING PLANNING FOR CORPORATE PROFITABILITY	23 <sup>RD</sup> – 24 <sup>TH</sup> MAY 24 <sup>TH</sup> – 25 <sup>TH</sup> OCTOBER	N50,000.00
17	PROFESSIONAL SELLING SKILLS	11 <sup>TH</sup> – 12 <sup>TH</sup> MAY 31 <sup>ST</sup> OCTOBER – 1 <sup>ST</sup> NOVEMBER	N55,000.00
18	DEFENSIVE DRIVING COURSE FOR CORPORATE DRIVERS	1 <sup>ST</sup> – 2 <sup>ND</sup> MARCH 1 <sup>ST</sup> – 2 <sup>ND</sup> NOVEMBER	N35,000.00
19	MANAGEMENT SKILL APPRECIATION COURSE	6 <sup>TH</sup> – 7 <sup>TH</sup> JUNE 7 <sup>TH</sup> – 8 <sup>TH</sup> NOVEMBER	N50,000.00
20	FRONT OFFICE MANAGEMENT AND CUSTOMER RELATIONS SKILLS COURSE	7 <sup>TH</sup> – 8 <sup>TH</sup> MARCH 14 <sup>TH</sup> – 15 <sup>TH</sup> NOVEMBER	N50,000.00

21	TIME MANAGEMENT AND PERSONAL EFFECTIVENESS	13 <sup>TH</sup> – 14 <sup>TH</sup> JUNE 21 <sup>ST</sup> – 22 <sup>ND</sup> NOVEMBER	N50,000.00
22	SUPERVISORY MANAGEMENT COURSE	20 <sup>TH</sup> – 21 <sup>ST</sup> JUNE 28 <sup>TH</sup> – 29 <sup>TH</sup> NOVEMBER	N50,000.00
23	GOOD LABORATORY PRACTICES AND QUALITY ASSURANCE	27 <sup>TH</sup> – 28 <sup>TH</sup> JUNE 14 <sup>TH</sup> – 15 <sup>TH</sup> NOVEMBER	N55,000.00
24	REPORT WRITING AND COMMUNICATION SKILLS	6 <sup>TH</sup> – 7 <sup>TH</sup> JUNE 12 <sup>TH</sup> – 13 <sup>TH</sup> DECEMBER	N50,000.00
25	PERFORMANCE IMPROVEMENT COURSE FOR ACCOUNTING PERSONNEL	13 <sup>TH</sup> – 14 <sup>TH</sup> JUNE 5 <sup>TH</sup> – 6 <sup>TH</sup> DECEMBER	N50,000.00
26	STORE, WAREHOUSE AND INVENTORY MANAGEMENT	20 <sup>TH</sup> – 21 <sup>ST</sup> JUNE 28 <sup>TH</sup> – 29 <sup>TH</sup> NOVEMBER	N50,000.00
27	MICROSOFT EXCEL FOR DATA ANALYSTS AND PROFESSIONALS	26 <sup>TH</sup> – 27 <sup>TH</sup> JUNE 21 <sup>ST</sup> – 22 <sup>ND</sup> NOVEMBER	N55,000.00
28	PRODUCTION PLANNING, SCHEDULING AND CONTROL FOR OPERATIONAL EFFICIENCY	21 <sup>ST</sup> – 22 <sup>ND</sup> FEBRUARY 25 <sup>TH</sup> – 26 <sup>TH</sup> JULY	N50,000.00
29	MANUFACTURING COST REDUCTION AND CONTROL STRATEGY	28 <sup>TH</sup> FEBRUARY – 1 <sup>ST</sup> MARCH 1 <sup>ST</sup> – 2 <sup>ND</sup> AUGUST	N50,000.00
30	IMPROVING QUALITY CONTROL PRACTICES: A SYSTEM FOR MAINTAINING QUALITY STANDARDS	18 <sup>TH</sup> – 19 <sup>TH</sup> APRIL 8 <sup>TH</sup> – 9 <sup>TH</sup> AUGUST	N55,000.00
31	FUNDAMENTALS OF PLANT MAINTENANCE	25 <sup>TH</sup> – 26 <sup>TH</sup> APRIL 15 <sup>TH</sup> – 16 <sup>TH</sup> AUGUST	N50,000.00
32	MANUFACTURING PLANNING AND CONTROL	2 <sup>ND</sup> – 3 <sup>RD</sup> MAY 29 <sup>TH</sup> – 30 <sup>TH</sup> AUGUST	N55,000.00

33	OCCUPATIONAL HEALTH, SAFETY AND ENVIRONMENT MANAGEMENT	9 <sup>TH</sup> – 10 <sup>TH</sup> MAY 5 <sup>TH</sup> – 6 <sup>TH</sup> SEPTEMBER	N55,000.00
34	EXCELLENT CUSTOMER SERVICE	16 <sup>TH</sup> – 17 <sup>TH</sup> MAY 19 <sup>TH</sup> – 20 <sup>TH</sup> SEPTEMBER	
35	EFFECTIVE PROCUREMENT MANAGEMENT	23 <sup>RD</sup> – 24 <sup>TH</sup> MAY 19 <sup>TH</sup> – 20 <sup>TH</sup> SEPTEMBER	N55,000.00
36	INTEGRATED LOGISTICS AND DISTRIBUTION MANAGEMENT	30 <sup>TH</sup> – 31 <sup>ST</sup> MAY 26 <sup>TH</sup> – 27 <sup>TH</sup> SEPTEMBER	N55,000.00
37	SUPPLY CHAIN MANAGEMENT	14 <sup>TH</sup> – 15 <sup>TH</sup> FEBRUARY 4 <sup>TH</sup> – 5 <sup>TH</sup> JULY	N55,000.00
38	GOOD MANUFACTURING PRACTICES FOR FOOD INDUSTRY	25 <sup>TH</sup> – 26 <sup>TH</sup> APRIL 3 <sup>RD</sup> – 4 <sup>TH</sup> OCTOBER	N50,000.00
39	WASTE REDUCTION AND COST CONTROL TECHNIQUES	21 <sup>ST</sup> – 22 <sup>ND</sup> MARCH 10 <sup>TH</sup> – 11 <sup>TH</sup> OCTOBER	N50,000.00
40	EFFECTIVE WORKPLACE SAFETY AND FIRE PREVENTION	14 <sup>TH</sup> – 15 <sup>TH</sup> MARCH 17 <sup>TH</sup> – 18 <sup>TH</sup> OCTOBER	N50,000.00
41	MANAGING YOUR BOSS AND SECRETARIAL SKILL IMPROVEMENT	7 <sup>TH</sup> – 8 <sup>TH</sup> FEBRUARY 11 <sup>TH</sup> – 12 <sup>TH</sup> JULY	N50,000.00
42	OFFICE MANAGEMENT AND ADMINISTRATION	31 <sup>ST</sup> JANUARY – 1 <sup>ST</sup> FEBRUARY 18 <sup>TH</sup> – 19 <sup>TH</sup> JULY	N50,000.00
43	MS ACCESS DATABASE APPLICATION	4 <sup>TH</sup> – 5 <sup>TH</sup> APRIL 24 <sup>TH</sup> – 25 <sup>TH</sup> OCTOBER	N55,000.00
44	WORKPLACE ETHICS AND DISCIPLINE	11 <sup>TH</sup> – 12 <sup>TH</sup> APRIL	N50,000.00

		31 <sup>ST</sup> OCTOBER – 1 <sup>ST</sup> NOVEMBER	
45	POSITIVE WORK ATTITUDE AND PRODUCTIVITY IMPROVEMENT	28 <sup>TH</sup> FEBRUARY – 1 <sup>ST</sup> MARCH 12 <sup>TH</sup> – 13 <sup>TH</sup> SEPTEMBER	N50,000.00
46	MACHINE FAILURE ANALYSIS AND TROUBLESHOOTING	4 <sup>TH</sup> – 5 <sup>TH</sup> APRIL 22 <sup>ND</sup> – 23 <sup>RD</sup> AUGUST	N55,000.00
47	CONTINUOUS IMPROVEMENT AND INNOVATION IN MAINTENANCE MANAGEMENT	24 <sup>TH</sup> – 25 <sup>TH</sup> JANUARY 26 <sup>TH</sup> -27 <sup>TH</sup> SEPTEMBER	N55,000.00
48	QUALITY MANAGEMENT SYSTEM – A TOOL FOR ORGANIZATIONAL SUCCESS	31 <sup>ST</sup> JANUARY – 1 <sup>ST</sup> FEBRUARY 5 <sup>TH</sup> – 6 <sup>TH</sup> DECEMBER	N55,000.00