


No	PLBK Training Program	Course Code	Trainer**	Jul	Aug	Sept	Oct	Nov	Dec	Duration	CCD Points	Fee (RM) incl 6% SST With Green Card	Fee (RM) incl 6% SST W/out Green Card	Venue (*subject to change)
ACCOUNTING, FINANCE, TAX, & LAW														
1.	Basic Bookkeeping for Construction Companies	C-AFTL-01	NORAINI											
2.	Budgets and Financial Reports in Construction Industry	C-AFTL-02	NORAINI		1-2		3-4		5-6	2	20	477	530	MDC@ZOHL-KL
3.	Finance for Non-Finance Managers	C-AFTL-03	NORAINI	4-5		5-6		1-2		2	20	477	530	MDC@ZOHL-KL
4.	Financial Management for Construction Industry	C-AFTL-04	NORAINI		8-9		6-7		1-2	2	20	477	530	MDC@ZOHL-KL
5.	Managing Your Company Cash Flow	C-AFTL-05	NORAINI	6-7		1-2		3-4		2	20	477	530	MDC@ZOHL-KL
6.	Sales and Service Tax (SST)	C-AFTL-06	SANTHANA											
7.	Tax Planning for HR Managers	C-AFTL-07	SANTHANA											
8.	Tax Planning for Malaysian SMEs	C-AFTL-08	SANTHANA											
CUSTOMER SERVICE														
9.	Customer Service Excellence	C-CS-01	KIT							2	20	477	530	MDC@ZOHL-KL
10.	Effective Customer Complaint Management	C-CS-02	KIT											
CONVENTIONAL, DIGITAL & SOCIAL MEDIA MARKETING														
11.	Social Media Marketing	C-CDSM-01	DON/SUHAIL							2	20	477	530	MDC@ZOHL-KL
12.	Sales & Marketing Fundamentals	C-CDSM-02	JANE											
ENGINEERING														
13.	Building Services & Management	C-BG-01	SATHY							2	20	477	530	MDC@ZOHL-KL
14.	Pumps – Application, Operation & Maintenance	C-ME-01	SATHY		2-3		5-6		8-9	2	20	477	530	MDC@ZOHL-KL
15.	Electrical Engineering for Non Electrical Engineer	C-EE-01	SATHY	6-7		6-7		2-3		2	20	477	530	MDC@ZOHL-KL
16.	Electrical Motor System – Maintenance & Troubleshooting	C-EE-02	SATHY											
17.	Switchgear Operation and Maintenance	C-EE-03	SATHY	14-15		12-13		7-8		2	20	477	530	MDC@ZOHL-KL
18.	Cost Estimation & Material Specification For An Electric Bid	C-EE-04	SATHY		18-19		20-21		19-20					
HUMAN RESOURCE														
19.	Human Resource Management									2	20	477	530	MDC@ZOHL-KL
20.	Roles & Responsibilities	C-HR-01	ALAUDDIN		10-11		10-11		12-13	2	20	477	530	MDC@ZOHL-KL
INFORMATION & COMMUNICATION TECHNOLOGY (ICT)														
21.	Microsoft Word 2010/2007 Foundation	C-ICT-01a	SHA							2	20	477	530	MDC@ZOHL-KL
22.	Microsoft Excel 2010/2007 Foundation	C-ICT-02a	SHA											
23.	Microsoft Powerpoint 2010/2007 Foundation	C-ICT-03a	SHA											
LEADERSHIP & MANAGEMENT														
24.	Effective Leadership & Supervisory Skills	C-MG-01	ALAUDDIN		24-25		13-14		21-22	2	20	477	530	MDC@ZOHL-KL
25.	Multitasking, Time and Office Management for Construction Companies	C-MG-02	ALAUDDIN	18-19		13-14		14-15		2	20	477	530	MDC@ZOHL-KL
26.	Quality Management in Construction Industry	C-MG-03												
27.	Roles and Responsibilities of HR													
PROJECT MANAGEMENT														
28.	Project Management	C-PM-01	CARL		1-2		20-21		15-16	2	20	477	530	MDC@ZOHL-KL
29.	Contract Management	C-PM-02	CARL	19-20		19-20		17-18		2	20	477	530	MDC@ZOHL-KL
30.	Critical Path Method	C-PM-03	CARL		4-5		18-19		19-20	2	20	477	530	MDC@ZOHL-KL
31.	Dispute Management	C-PM-04												
32.	Project Scheduling Using Microsoft Project 2019	C-PM-05	CARL		25-26		27-28		26-27	2	20	477	530	MDC@ZOHL-KL
33.	Project Cost Control & Estimation	C-PM-06	CARL	28-29		22-23		21-22		2	20	477	530	MDC@ZOHL-KL
SAFETY, HEALTH & ENVIRONMENT														
34.	Coordinating Emergency Response Team at the Workplace	C-SHE-01												
35.	Occupational Safety & Health Act (OSHA) 1994 Awareness Program	C-SHE-02	SATHY		22-23		27-28		29-30	2	20	477	530	MDC@ZOHL-KL

36.	ISO 18000 Occupational Health and Safety Assurance System (OHSAS)	C-SHE-03	CARL											
37.	Safety In The Workplace	C-SHE-04	SATHY	4-5		8-9		29-30		2	20	477	530	MDC@ZOHL-KL
38.	Chemical Spill and Splash Handling	C-SHE-05	CARL		29-30		5-6		5-6	2	20	477	530	MDC@ZOHL-KL
39.	Scheduled Waste Management	C-SHE-06	CARL											
40.	Personal Protective Equipment	C-SHE-07	IR AZIZI											
41.	Effective & Efficient Incident Reports	C-SHE-08	CARL											
42.	Earthing & Lightning Protection	C-SHE-09	SATHY											
43.	Electrical Safety at the Workplace	C-SHE-10	SATHY											
	SUPPLY CHAIN MANAGEMENT													
44.	Kursus Pengurusan Tender & Sebut Harga	C-SCM-01	CARL		17-18		18-19		7-8	2	20	477	530	MDC@ZOHL-KL
45.	Kuasai Perolehan Kerajaan - Tender Melalui ePerolehan	C-SCM-02	AIDA											
	SOFTSKILLS									2	20	477	530	MDC@ZOHL-KL
46.	Basic English at the Workplace	C-SS-01	KIT											
47.	Bengkel Ke Arah Kesetiausahaan Cemerlang	C-SS-02	JANE											
48.	Kursus Pengurusan Dokumen Dan Rekod Syarikat Pembinaan	C-SS-03	ALAUDDIN		15-16		20-21		20-21	2	20	477	530	MDC@ZOHL-KL
49.	Bengkel Pembangunan Pembantu Tadbir & Kumpulan Sokongan	C-SS-04	ALAUDDIN											
50.	Bengkel Pengurusan Mesyuarat secara Efektif	C-SS-05	ALAUDDIN											

<p>Note</p> <ul style="list-style-type: none"> • Minimum 5 participants required before Program can proceed. • Date & venue of seminar subject to change. • Payment must be made 7 days before the training date. • Registration cancelled 7 days prior to the event is subject to RM100 service charge per participant. • No refunds for notice received less than 7 days prior to the event. A substitution may be made at any time at no extra charge. • Program content may change subject to revision by our consultants from time to time. • Full fee is required with your registration. 	<p>Customized In-House Training Program is available in the following areas:</p> <p>AFTL Admin Skills Career Development Human Resources Personal Development Sales & Marketing Leadership & Management Workplace Essentials Entrepreneurship Soft Skills Customer Service SCM Risk Management HSE Telecoms ICT Engineering</p> <p>CALL US FOR DETAILS or VISIT OUR WEBSITE AT WWW.ZOHLGROUP.COM</p> <p>Go to our website to download brochures of our programs www.zohlgroupp.com/download/</p>	<p>Office Address M2-15-02, Level 15, 8trium Tower 2, Jalan Cempaka SD 12/5 Bandar Sri Damansara, 52200 Kuala Lumpur</p> <p>©2020 ZOHL Consultancy Sdn Bhd. All rights reserved. Contact : Niesa (013.398.1038) T : 03.6279.9276 F : 03.6279.0663 E : plbk@zohlgroupp.com</p> 
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This is our e-commerce platform established to provide additional access to market for four categories of products, mainly, vegetables, fruits, seafood, and halal meat. Farmers, fishermen, and breeders can setup their storefront selling directly to the consumers. Consumers can rest-assured to receive fresh produce at reasonable prices and directly supporting the economic well-being of these groups.



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handicraft products marketplace

our social enterprise platform to assist marginalized groups such as single mothers, orang asli, senior citizen, and OKU. Our platform provides additional market access to products produced by these groups. Every single purchase made by our customer is a direct contribution to support the economic well-being of these groups.



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our latest project on e-commerce platform. This e-commerce platform is established to provide additional access to market with user-friendly interface and built-in analytical tools, and low marketing costs for local entrepreneurs and SMEs



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Now everything you need to make your truly amazing e-learning programs a terrific piece of educational tool is all combined in one platform. This platform is called ESENTRAL. Completely user-friendly, this platform allows you to create your own e-learning modules in a matter of hours.