









No	Training Program	Course Code	Duration (Days)	Trainer (*subject to change)	Jul	Aug	Sept	Oct	Nov	Dec	SBL Khas	Fee (RM) incl 6% SST	Venue (*subject to change)
<b>ACCOUNTING, FINANCE, TAX &amp; LAW</b>													
1.	Effective Debt Collection Skills	H-AFTL-01	2	ROSLAN							YES	1,484	MDC@ZOHL-KL
2.	Bank Reconciliation Statement	H-AFTL-02	2	ROSLAN							YES	1,484	MDC@ZOHL-KL
3.	Basic Bookkeeping for SMEs	H-AFTL-03	2	NORAINI		25-26		13-14		14-15	YES	1,484	MDC@ZOHL-KL
4.	Cash Flow Management & Budget Preparation	H-AFTL-04	2	NORAINI	14-15		14-15		9-10		YES	1,484	MDC@ZOHL-KL
5.	Employment Laws (EA 1955 & Lo 2004/2005), EPF Act 1991, SOCSO Act 1969 & EIS (2018)	H-AFTL-05	2	SANTHANASAMY	4-5		1-2		2-3		YES	1,484	MDC@ZOHL-KL
6.	Tax Planning for Malaysian SME Companies	H-AFTL-06	2	ROSLAN							YES	1,484	MDC@ZOHL-KL
7.	Corporation Governance	H-AFTL-07	2	SANTHANASAMY	6-7		12-13		14-15		YES	1,484	MDC@ZOHL-KL
8.	Forensic Account Strategy	H-AFTL-08	2	SANTHANASAMY		1-2		3-4		5-6	YES	1,484	MDC@ZOHL-KL
9.	Forensic Auditing	H-AFTL-09	2	SANTHANASAMY	20-21		19-20		23-24		YES	1,484	MDC@ZOHL-KL
10.	Biz Risk Management	H-AFTL-10	2	SANTHANASAMY		8-9		5-6		8-9	YES	1,484	MDC@ZOHL-KL
11.	Budget Preparation Tools	H-AFTL-11	2	SANTHANASAMY		11-12		12-13		12-13	YES	1,484	MDC@ZOHL-KL
12.	Asset Account	H-AFTL-12	2	SANTHANASAMY		15-16		17-18		15-16	YES	1,484	MDC@ZOHL-KL
13.	Financial Management	H-AFTL-13	2	NORAINI	28-29		22-23		24-25		YES	1,484	MDC@ZOHL-KL
14.	Withholding Tax Latest Principles	H-AFTL-14	2	SANTHANASAMY		17-18				22-23	YES	1,484	MDC@ZOHL-KL
15.	Budgets and Financial Reports	H-AFTL-15	2	NORAINI		1-2		20-21			YES	1,484	MDC@ZOHL-KL
16.	Fundamentals of Enterprise Risk Management	H-AFTL-16	2	SANTHANASAMY	28-29		26-27		17-18	29-30	YES	1,484	MDC@ZOHL-KL
<b>CUSTOMER SERVICE SERIES</b>													
17.	Customer Service Excellence	H-CS-01	2	KIT	19-20		19-20		21-22		YES	1,484	MDC@ZOHL-KL
18.	Effective Customer Complaint Management	H-CS-02	2	KIT		18-19		17-18		8-9	YES	1,484	MDC@ZOHL-KL
<b>DIGITAL &amp; SOCIAL MEDIA MARKETING</b>													
19.	Social Media Marketing	H-DSM-01	2	DON		25-26		13-14		14-15	YES	1,696	MDC@ZOHL-KL
20.	Digital Marketing Strategy	H-DSM-02	2	SUHAIL	4-5		1-2		1-2		YES	1,696	MDC@ZOHL-KL
21.	Digital Marketing Analytics	H-DSM-03	2	SUHAIL		25-26		13-14		14-15	YES	1,696	MDC@ZOHL-KL
22.	Search Engine Optimization (SEO)	H-DSM-04	2	SUHAIL	18-19		21-22		21-22		YES	1,696	MDC@ZOHL-KL
<b>ENGINEERING - BUILDING SERIES</b>													
23.	Building Services & Management	H-BE-01	2	SATHY		11-12		17-18		15-16	YES	1,484	MDC@ZOHL-KL
24.	Strata Management Act	H-BE-03	2	SUBA	6-7		6-7		2-3		YES	1,484	MDC@ZOHL-KL
<b>ENGINEERING – ELECTRICAL SERIES</b>													
25.	Electrical Engineering for Non Electrical Engineer	H-EE-01	2	SATHY	6-7		6-7		2-3		YES	1,484	MDC@ZOHL-KL
26.	Electrical Motor System – Maintenance & Troubleshooting	H-EE-02	2	SATHY		25-26		27-28		28-29	YES	1,484	MDC@ZOHL-KL
27.	Switchgear Operation and Maintenance	H-EE-03	2	SATHY	14-15		12-13		7-8		YES	1,484	MDC@ZOHL-KL
<b>ENGINEERING – MECHANICAL SERIES</b>													
28.	Pumps – Application, Operation & Maintenance	H-ME-01	2	SATHY		2-3		5-6		8-9	YES	1,484	MDC@ZOHL-KL
<b>HUMAN RESOURCE</b>													
29.	Payroll Administration & PCB / TAX Calculations	H-HR-05	2	SANTHANASAMY	14-15		5-6		7-8		YES	1,484	MDC@ZOHL-KL
30.	Managing HR And Employment Issues Effectively at the Workplace & 2019 Law Updates	H-HR-09	2	SANTHANASAMY		3-4		10-11		1-2	YES	1,484	MDC@ZOHL-KL
31.	Income Tax MTD/PCB Calculations + EPF & SOCSO Contributions & Claims (Latest Updates)	H-HR-14	2	SANTHANASAMY	18-19		7-8		9-10		YES	1,484	MDC@ZOHL-KL
<b>INFORMATION &amp; COMMUNICATION TECH SERIES</b>													
32.	Internet of Things (IoT) – Principles & Applications	H-ICT-04	2	Dr HAFIZAL		11-12		17-18		15-16	YES	1,696	MDC@ZOHL-KL
33.	Analytical Thinking & Data Analysis	H-ICT-11	2	SENTHIVALU	30-1		1-2		2-3		YES	1,696	MDC@ZOHL-KL
34.	PowerPivot: Business Data Modeling	H-ICT-12	2	SENTHIVALU		3-4		10-11		1-2	YES	1,696	MDC@ZOHL-KL
35.	Creating Dashboard with Excel	H-ICT-13	2	SENTHIVALU	18-19		12-13		7-8		YES	1,696	MDC@ZOHL-KL
36.	PowerPivot: Dashboarding & Business Data Analysis	H-ICT-14	2	SENTHIVALU		8-9		17-18		29-30	YES	1,696	MDC@ZOHL-KL
37.	Statistical Analysis with Excel	H-ICT-15	2	SENTHIVALU	20-21		29-30		28-29		YES	1,696	MDC@ZOHL-KL
<b>LEADERSHIP &amp; MANAGEMENT SERIES</b>													
38.	Employee Engagement – Take Charge!	H-MG-02	2	SHAZWAN	18-19		5-6		14-15		YES	1,484	MDC@ZOHL-KL
39.	Leadership and Influence	H-MG-06	2	ALAUDDIN	4-5		8-9		1-2		YES	1,484	MDC@ZOHL-KL

40.	Mindset Transformation	H-MG-09	2	SHAZWAN		15-16		13-14		13-14	YES	1,484	MDC@ZOHL-KL
41.	Project Management	H-MG-11	2	CARL		1-2		20-21		15-16	YES	1,484	MDC@ZOHL-KL
<b>SUPPLY CHAIN MANAGEMENT SERIES</b>													
42.	Effective Inventory & Warehouse Management	H-SCM-01	2	TAN	4-5		5-6		7-8		YES	1,484	MDC@ZOHL-KL
43.	Principles & Practices of Logistics Operation Management	H-SCM-02	2	TAN		4-5		3-4		1-2	YES	1,484	MDC@ZOHL-KL
44.	Supply Chain Management Best Practices	H-SCM-03	2	TAN	28-29		26-27		28-29		YES	1,484	MDC@ZOHL-KL
45.	Import, Export Documentation, Procedures & INCOTERMS 2020	H-SCM-04	2	CHUA	18-19		19-20		17-18		YES	1,484	MDC@ZOHL-KL
46.	Malaysian Customs Procedures	H-SCM-05	2	CHUA		18-19		18-19		19-20	YES	1,484	MDC@ZOHL-KL
<b>SAFETY, HEALTH, &amp; ENVIRONMENT SERIES</b>													
47.	Chemical Spill & Splash Handling	H-SHE-01	2	PUVA		29-30		5-6		5-6	YES	1,484	MDC@ZOHL-KL
48.	Scheduled Waste Management	H-SHE-02	2	CARL	4-5		5-6		1-2		YES	1,484	MDC@ZOHL-KL
49.	Effective & Efficient Incident Reports	H-SHE-06	2	CARL	6-7		7-8		7-8		YES	1,484	MDC@ZOHL-KL
50.	Safety at the Workplace	H-SHE-08	2	SATHY	4-5		8-9		29-30		YES	1,484	MDC@ZOHL-KL
<b>SOFTSKILLS</b>													
51.	Business English for Workplace Communication	H-SS-01	2	KIT	25-26		5-6		17-18		YES	1,484	MDC@ZOHL-KL
52.	Effective Presentation Skills	H-SS-03	2	KIT		16-17		19-20		15-16	YES	1,484	MDC@ZOHL-KL
53.	10 Soft Skills You Need	H-SS-05	2	JANE	26-27		12-13		8-9		YES	1,484	MDC@ZOHL-KL
54.	Creative Problem Solving	H-SS-06	2	ALAUDDIN	20-21		19-20		16-17		YES	1,484	MDC@ZOHL-KL
<b>TELECOM SERIES</b>													
55.-	Telecommunications Overview	H-TEL-01	2	DR YUSOFF							YES	1,696	MDC@ZOHL-KL
56.-	5G Wireless Training for Non-Engineers	H-TEL-02	2	DR YUSOFF							YES	1,696	MDC@ZOHL-KL

**Note: 1)** tentative schedule – subject to change **2)** trainer subject to availability | **TBD** = to be determined – call us at 013.398.1038 (ask for Niesa)  
**Training Center:** MDC@ZOHL, M2-6-08, Level 6, 8trium Tower 2, Jalan Cempaka SD 12/5, Bandar Sri Damansara, 52200 KL | **Office Coordinates:** 3°11'53.0"N 101°36'35.2"E

<p><b>Note</b></p> <ul style="list-style-type: none"> <li>• Minimum 5 participants required before Program can proceed.</li> <li>• Date &amp; venue of seminar subject to change.</li> <li>• Payment must be made 7 days before the training date.</li> <li>• Registration cancelled 7 days prior to the event is subject to RM100 service charge per participant.</li> <li>• 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.</li> <li>• Program content may change subject to revision by our consultants from time to time.</li> <li>• Full fee is required with your registration.</li> <li>• <b>Discount:</b> 5 % min 3 pax</li> <li>• <b>HRDF SBL Khas Claimable (if your company contribute to HRDF Fund)</b></li> </ul>	<p>Customized In-House Training Program is available in the following areas:</p> <p><b>AFTL   Admin Skills   Career Development   Human Resources   Personal Development   Sales &amp; Marketing   Leadership &amp; Management   Workplace Essentials   Entrepreneurship   Soft Skills   Customer Service   SCM   Risk Management   HSE   Telecoms   ICT   Engineering</b></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  <a href="http://www.zohlgroupp.com/mdc/hrdf-brochure/">www.zohlgroupp.com/mdc/hrdf-brochure/</a></p>	<p><b>Office Address</b>                  M2-15-02, Level 15, 8trium Tower 2, Jalan Cempaka SD 12/5                  Bandar Sri Damansara, 52200 Kuala Lumpur</p> <p>©2021 ZOHL Consultancy Sdn Bhd. All rights reserved.                  Contact : Niesa (013.398.1038)                  T : 03.6279.9276   F : 03.6279.0663   E : training@zohlgroupp.com</p> 
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# ZOHL WEB SERVICES

 <p><b>pasar.myhandyshoppe.com</b></p> <p>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.</p>	 <p><b>mhc.myhandyshoppe.com</b></p> <p><b>handicraft products marketplace</b></p> <p>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.</p>	 <p><b>myhandyshoppe.com</b></p> <p>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</p>	 <p><b>getafren.com</b></p> <p>getafren.com is a website that allows you to engage local Friends from all over the world. You can engage a local Friend to hang out with, go to a movie or restaurant with, or someone to go with you to a party or event. Engage a friend to teach you a new skill or hobby, or to show you around an unfamiliar town. getafren.com is strictly a platonic Friendship website. getafren.com is NOT a dating website, and NOT an Escort agency. Services on getafren.com are strictly for FRIENDSHIP purposes only.</p>	 <p><b>mykerjaya.com</b></p> <p>mykerjaya.com is one of our online flagship applications developed with industries' needs in mind. Designed to fulfill employers' requirements for talent acquisition and management, mykerjaya.com is user-friendly and resourceful. Both, job seekers and employers, can leverage on the easy-to-use navigation tools from resume search to talent screening.</p>	 <p><b>kritik.com.my</b></p> <p>our media platform for anyone with critical views on variety of topics/issues to congregate and discuss, exchange views &amp; thoughts, and form a virtual pressure group towards specific stakeholders</p>	 <p><b>fundtogive.com</b></p> <p>We provide complete crowdsourcing solutions (donation, fundraising, and crowdfunding) to empower individuals, NGOs and social enterprises to raise funds. We aim to bring out the best in people's generosity for the greater good of their society.</p>
 <p><b>edsentral.com</b></p> <p>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 EDSENTRAL. Completely user-friendly, this platform allows you to create your own e-learning modules in a matter of hours.</p>						