














First Quarter 2025 Conferences, Seminars and Training Guide


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Date	Course Title	Training Provider
Internal Audit and Fraud		
2025-01-13 - 2025-01-17	Comprehensive Course on Internal Control, Compliance, Governance and Risk Management	 Capacity for Africa
2025-01-21 - 2025-01-24	Best Practice in Corporate Internal Auditing-Compliance, Risk Management and Fraud Control Course	 Francis Consulting
2025-02-25 - 2025-02-27	Anti-Money Laundering and Anti-Terrorism Online and Classroom Course	 TSI Limited
<i>To view more courses in this category, click here</i>		
Administrative and Secretarial		
2025-01-13 - 2025-01-17	Executive Program for Corporate Secretaries and Administrative Heads	 Human Capital Associates Global Consult Ltd
2025-01-20 - 2025-01-24	Advanced Archives Management Training Course	 InContext Training Institute
2025-01-20 - 2025-01-24	Training for Executive Assistants and Administrative Professionals	 InContext Training Institute
2025-01-27 - 2025-01-28	Executive Administrative and Personal Assistant (EAPA) Course	 Allied Educational Resources Ltd.
2025-02-12 - 2025-02-14	Administrative Officers Adaptive Course	 Symantic Consulting
<i>To view more courses in this category, click here</i>		
Public Sector and PPP		
2025-01-13 - 2025-01-17	Workshop on Advanced Financial Management in Public Sector	 Human Capital Associates Global Consult Ltd
2025-01-13 - 2025-01-24	Fundamentals of Local Content Implementation Training	 Capacity for Africa
2025-01-13 - 2025-01-17	Budget Preparation, implementation and Monitoring Course	 Timeline Global Link Consulting

2025-02-03 - 2025-02-07	Training on Public Financial Management and Administration	 Devimpact Institute
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Media and Communication

2025-01-13 - 2025-01-17	Effective Communication in the Workplace	 Timeline Global Link Consulting
2025-01-14 - 2025-01-17	PR and Media Skills Course	 Fontini Consulting Ltd
2025-02-06 - 2025-02-08	Certified Public Relations Professional Course	 McTimothy Associates Consulting LLC
2025-03-11 - 2025-03-13	Mastering Corporate Communications Course	 Newways Consulting



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Pre-Retirement and New Beginnings

2025-01-20 - 2025-01-23	Pre-Retirement Training for Senior Executives	 Fontini Consulting Ltd
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Legal and Legislative

2025-02-18 - 2025-02-20	Contract Drafting and Management Skills Training	 LCL Coaches Consultants
2025-02-18 - 2025-02-21	The Company Secretary/Legal Adviser Program	 Centre for Public Service Productivity and Development


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Accounting

2025-01-08 - 2025-01-10	Preparing Financial Statements and the Annual Reports	 Avant Garde Resources Centre
2025-02-10 - 2025-02-14	Tax Management for Organizations	 Learnway Africa


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Marketing and Sales Management

2025-01-28 - 2025-01-30	Sales Mastery: Building Customer Loyalty through Exceptional Service	 Newways Consulting
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International Training

2025-01-20 - 2025-01-24	Healthcare Hazard Control and Safety Management	 Alpha Partners
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2025-02-10 - 2025-02-14	Public Relation Skills for Medical and Social Workers in a Holistic Environment	 Alpha Partners
2025-03-24 - 2025-03-28	Basel III Regulatory Framework	 TSI Limited


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General Management

2025-01-13 - 2025-01-17	Training on Cooperative Society Management for Success	 Learnway Africa
2025-02-17 - 2025-02-21	Accounting and Finance for Non-Financial Professionals Sources, Uses and Management	 EuroMaTech Training and Management Consultancy


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Report and Speech Writing

2025-01-14 - 2025-01-17	Effective Business Writing Skill Course	 Francis Consulting
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Research Methodology and Analytics

2025-03-25 - 2025-03-27	Research Methodology, Data Analysis and Interpretation Workshop	 Centre for Public Service Productivity and Development
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Human Resource Management

2025-02-03 - 2025-02-07	Training on Interviewing, Selection and Recruitment Skills	 GoldStead Resources Company Limited
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Quality Management

2025-01-23 - 2025-01-25	Improving Productivity through Quality Enhancement and Cost Reduction Course	 McTimothy Associates Consulting LLC
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Information and Communications Technology

2025-01-08 - 2025-01-10	Training on IT Systems Audit	 Devimpact Institute
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Logistics and Supply Chain Management

2025-01-22 - 2025-01-23	Fundamentals of Supply Chain Management	 Rekrut Consulting Limited
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Catering and Hotel Management

2025-01-27 - 2025-01-31	Principles and Practice of Internal Control and Audit in Hospitality	 GoldStead Resources Company Limited
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Health, Safety and Environment (HSE)

2025-02-10 - 2025-02-14	Training Course on Healthcare Information Systems Management	 Datastat Research Center
2025-02-10 - 2025-02-14	2025 Training Course on HIV/AIDS Management - CALL FOR APPLICATIONS	 Datastat Research Center

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Entrepreneurship and Business Development

2025-03-05 - 2025-03-07	Corporate Planning and Business Analysis	 Symantic Consulting
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