



Workshop on Essential Skills for Oil and Gas Managers and Supervisors

March 24 – 28, 2025, 1st Run: Lagos & Abuja

September 15 – 19, 2025, 2nd Run: Lagos & Port Harcourt

For Tutor -Led Class: 9am – 4:30pm

Workshop fee: N400, 000 per Participant

For online: Delivery via Zoom

Online course fee: N350, 000 per Participant

Available for In-plant Training

**800 USD for foreign
Participants**

Program overview:

This comprehensive training program is designed for professionals in the oil and gas industry who are seeking to enhance their managerial and supervisory capabilities. Participants will gain essential skills to lead teams effectively, manage projects, and drive operational excellence within the dynamic and challenging environment of the oil and gas sector.

For whom:

This course is ideal designed for current and aspiring managers and supervisors in the oil and gas sector, including those involved in exploration, production, maintenance, and operations. It is suitable for professionals seeking to advance their careers by acquiring essential skills for effective leadership and management in a high-stakes industry.

Learning objectives:

At the end of the program, participants will be able to:

- develop advanced leadership and management skills tailored to the oil and gas industry;
- acquire proficiency in project management techniques and tools;
- develop a good understanding of HSE principles and practices;
- develop ability to drive operational efficiency and productivity;
- Acquire skills for improved communication and interpersonal skills; and
- explore of regulatory requirements and design compliance strategies.

Course outline:

Day 1: Leadership and Management Fundamentals

- Introduction to Leadership in Oil and Gas
- Overview of leadership styles and their impact
- Key responsibilities of managers and supervisors
- Case studies of effective leadership in the industry

Building and Leading High-Performance Teams

- Team dynamics and stages of team development
- Strategies for motivating and inspiring teams
- Techniques for effective delegation

Strategic Planning and Decision Making

- Understanding strategic planning processes
- Decision-making frameworks and tools
- Risk management and mitigation strategies

Practical Exercises and Case Studies

- Group activities focused on leadership challenges

Day 2: Communication and Interpersonal Skills

- Effective Communication Techniques
- Principles of clear and assertive communication
- Active listening skills and feedback methods

Negotiation and Conflict Resolution

- Strategies for successful negotiation

Human Capital Associates Global Consult Ltd is Accredited by Nigeria Council for Management Development (NCMD)

Lagos: Human Capital Associates Global Consult Ltd: Acme House 2nd Floor, Ogba Industrial Scheme, Ogba, Ikeja – Lagos

Website: www.hcaglobalconsult.com; Email: info@hcaglobalconsult.com, hcaglobalconsult@gmail.com

Tel: Office Lines: Mon – Fri | 8am-5pm | +234-8051365946, +234-7087578814 (Office Lines)

24/7 Lines: +234-8068933608 (WhatsApp), +234-8029170491 & +234-8145745664(WhatsApp) & +234-9112830607

- Case studies of conflict resolution in oil and gas operations

Managing Cross-Cultural Teams

- Understanding cultural differences and their impact on teamwork
- Strategies for inclusive and effective communication
- Building a culturally competent team

Day 3: Operational Excellence and Safety Management

- Operational Efficiency and Continuous Improvement
- Key principles of operational excellence
- Implementing Lean and Six Sigma methodologies
- Best practices for process improvement

Safety Management and Compliance

- Understanding industry safety standards and regulations
- Developing and implementing safety programs
- Managing safety audits and inspections

Emergency Preparedness and Crisis Management

- Preparing for and responding to emergencies
- Developing a crisis management plan
- Case studies of crisis management in the oil and gas sector

Interactive Session

- Hands-on activities related to safety drills and crisis scenarios
- Development of safety improvement plans

Day 4: Financial Management and Budgeting

- Fundamentals of Financial Management
- Understanding financial statements and key performance indicators
- Budgeting and forecasting techniques
- Cost control and financial planning

Financial Decision-Making in Oil and Gas

- Investment analysis and project evaluation
- Managing financial risks and uncertainties
- Case studies of financial decisions in the industry

Cost Management and Optimization

- Techniques for cost reduction and efficiency
- Cost-benefit analysis and value creation
- Managing capital expenditures and operational costs

Practical Exercises and Case Studies

- Budgeting and financial decision-making scenarios
- Analysis of financial case studies

Day 5: Personal Development and Future Trends

- Personal Development and Career Growth
- Setting personal and professional goals
- Identifying skills gaps and development opportunities
- Creating a personal development plan

Adapting to Industry Trends and Innovations

- Emerging trends in the oil and gas industry
- Technological advancements and their impact
- Strategies for staying current and adaptable
- Developing an action plan for applying skills in the workplace

Training Methodology: Lectures, discussions, exercises, case studies, audio-visual aids will be used to reinforce these teachings/learning methods.

LOCATIONS

1 - HCA Learning Centre. Acme House 2nd Floor, 23, Acme Road, Ogba, Industrial Scheme, Ikeja, Lagos, Nigeria

2 - Pearls Learning Hub, Plot 756, Opposite Divine Hand of God Ministry, Area 1, Garki, Abuja.

3 – Pakiri hotel Ltd., 4 Okwuruola Street, off Stadium Road, Rumuola, Port Harcourt, Rivers State.

Open Course Fee: 400, 000
In-plant Fee Negotiable

WORKSHOP FEE:

N400, 000 per participant, VAT –N30, 000

Note: this covers Workshop Fee, Tea/coffee break, Lunch, course materials and certificate of attendance.

Payment should be made into our Accounts:

Account Name: Human Capital Associates Global Consult Ltd.

Union Bank of Nig. PLC: Account No: 0097961537

First Bank of Nig. PLC: Account No: 2033683960

Keystone Bank Ltd.: Account No: 1007150325

For Booking / Enquiry, Call: 234-8051365946, 234-7087578814
24/7 Lines: 234-8068933608, 234-8029170491, 234-8145745664,
& 234-9112830607

Human Capital Associates Global Consult Ltd is Accredited by Nigeria Council for Management Development (NCMD)

Lagos: Human Capital Associates Global Consult Ltd: Acme House 2nd Floor, Ogba Industrial Scheme, Ogba, Ikeja – Lagos

Website: www.hcaglobalconsult.com: Email: info@hcaglobalconsult.com, hcaglobalconsult@gmail.com

Tel: Office Lines: Mon – Fri | 8am-5pm | +234-8051365946, +234-7087578814 (Office Lines)

24/7 Lines: +234-8068933608 (WhatsApp), +234-8029170491 & +234-8145745664(WhatsApp) & +234-9112830607