

TRAINING SERVICES, TEAM BUILDING, HR CONSULTANCY, RESEARCH & IN-HOUSE TRAINING

SOUTH AFRICA: Pretoria (Head Office), Cape Town, Durban | **RWANDA:** Kigali (Branch) | **GHANA:** Accra | **NAMIBIA:** Windhoek | **ESWATINI:** Mbabane
TANZANIA: Arusha & Zanzibar | **UNITED ARAB EMIRATES:** Dubai | **ZIMBABWE:** Victoria Falls | **MAURITIUS:** Port Louis | **TURKEY:** Istanbul

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DURATION FEES ▶ **1 WEEK USD 2 550** **2 WEEKS USD 3 290** **3 WEEKS USD 3 890** **4 WEEKS USD 4 550**

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12 GOVERNANCE AND LEGISLATIVE PROGRAMMES

Choose date to attend for any of the following Programmes:

Litigation & Arbitration Drafting Legal Documents Policy Development Analysis Key Skills for Effective Governance Effective Public Policy & Delivery Legal Compliance Monitoring	Parliamentary Administration Anti-Money Laundering Strategies Anti-Corruption, Bribery & Fraud In-House Legal Department Management Management of Deceased Estates & Trust Policy Analysis & Strategic Implementation Key Skills for Effective Governance	Public Policy & Administrative Governance Court Management & Judiciary Administration Conflict Management, Conciliation & Mediation Anti-Corruption Control & Organizational Integrity Policy Analysis for Parliamentarians & Policy Makers Linking Government System with Hotel System Management & Monitoring of Public Administrative Governance
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13 MEDIA AND JOURNALISM PROGRAMMES

Choose date to attend for any of the following Programmes:

Media Communication & Advocacy Verbatim & Hansard for Official Parliament Reporters Parliamentary Reporting & Editing	Print Media & Broadcasting Management Copy - Editing & Proofreading for Professional Print Media
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14 GENDER AND HIV RELATED PROGRAMMES

Choose date to attend for any of the following Programmes:

HIV Awareness Campaign HIV & Gender Management Public Health & Policy Formulation Gender & Sustainable Development Advanced Trauma & Life Support and Medical Emergency Evacuation Digital Health Interventions in Primary Healthcare for Developing Countries	Gender Policy & Woman Empowerment Monitoring & Evaluation of HIV/AIDS Projects Monitoring & Evaluation of Gender Based Violence Projects Gender Audit Investigations of Pharmaceutical Crimes
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15 MINING PROGRAMMES

Choose date to attend for any of the following Programmes:

Programming, Management & Financial Policy of Projects in The Mining Sector Negotiation of Mining Contracts, Litigation & Standards Creation Offshore Survival & Firefighting Global Position Systems for General Mobile & Web Mapping Applications Resources Estimation & Reserves Calculations Management & Administration of Geological Sample Repository Mining Safety, Health & Environmental Management	Good Governance & CSR in Mining Geographical Information Systems (GIS) & Concepts Surface Mapping Management Analysis of Mining Financials Mining Sustainable Development Exploration Management
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16 ENERGY OIL & GAS PROGRAMMES

Choose date to attend for any of the following Programmes:

Health & Safety in the Petroleum Industry Petroleum Data Management Energy Management & Sustainable Development International Maritime Code for Dangerous Goods HSE Audit and HIRA Impact of Contaminated Soil and Oil Spills Maritime Data Analysis Project Management and Regional Power Trading	Managing Petroleum Projects Fuel Depot Management HSE Audit & Hazard Management in Oil & Gas Exploration & Production Operations Oil & Gas Fiscal Systems Shipping Port Operations and Cargo Management Renewable Energy Technology Economics and Finance Port Statistics
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Accreditations



African Training Institute

Broadening Africa's Mind

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2026

Training Calendar

www.africantraining.co.za



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1 FINANCIAL MANAGEMENT PROGRAMMES

Choose date to attend for any of the following Programmes:

Treasury Management Investment Fund Operations Pension Funds Management Budget Planning & Forecasting Taxation Methodologies & Analysis Finance for Non Financial Managers Credit Control and Debt Management Auditing Techniques for Senior Auditors Spreadsheet Skills for Finance Personnel Ethical Governance, Corporate Integrity and Curbing Corruption Managing Securities and Capital Markets	Financial Crimes & Anti-Money Laundry Strategies Public Sector Financial Management Risk Based Approach to Financial Auditing Public Private Partnership Financial Modeling Management & Working Capital Optimization Monetary Policy Formulation & Implementation Budgeting, Financial Strategy & Business Value Financial Management of Donor Funded projects Financial Crimes & Anti Money Laundering Strategies Renewable Energy Technology Economics and Finance	Internal Auditing, Compliance & Risk Management Financial Statement Fraud & Market Manipulation Strategic Planning, Effective Budgeting & Cost Control Accounting for Derivatives & other Financial Instruments Budgeting Forecasting & Modeling Financial Aspects of Procurement International Tax Aspects of Mergers, Acquisitions & Corporate Finance SO 9001 and ISO 14001 Medium Term Expenditure Framework Budgeting Effective Anti-Money Laundering and Combating Finance of Terrorism and Proliferation of Weapons
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2 HR MANAGEMENT PROGRAMMES

Choose date to attend for any of the following Programmes:

Conflict Management Employee Welfare Management Labor Relations and Law Human Resources Development Performance Appraisal Strategies Labor Market Information Systems Organization Design and Development Leadership Empowerment and Development Program Leadership Role in Championing Public Financial Management Reforms	Strategic Performance Management Strategic Human Resources Management Leadership Management Skills for Executive Personnel Training Management and Training needs Analysis Strategic Management & Organisational Development Effective Personnel, Human Resources and Records Management Formulation of Functional Level Strategy Leadership Development Environment Social and Governance Leadership Performance Appraisal Effective Supervision	Public Relations & Personnel Management Effective & Dynamic Role of Modern Trade Union Advanced Training Management & Needs Analysis Human Resources Information Systems-Computerized HR Effective, Coaching, Counselling & Mentoring Supervisors Effective Supervision Skills in Modern Workplace Environment Office Operations for Support Staff and Senior Management Development Developing HR Policies for Improved Productivity Grants Management Recruitment and Performance Appraisal Management Rewards Management: Compensation Packages & Salary Structures
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3 PROJECT MANAGEMENT PROGRAMMES

Choose date to attend for any of the following Programmes:

Project Risk Management Project Management Project Management for Donor Funded Projects Monitoring & Evaluation of Development Projects Project Planning & Implementation Development of Strategic Plan, Policy Formulation and Effective Implementation of Donor Funded Projects Project Management & Regional Power Trading	Advanced Project Management Computer Application for Project Management Advanced Project Planning and Implementation Project Formulation & Feasibility Study Analysis Research Project Management in Conflict & Post-Conflict Areas Project Management for Engineering Projects Project Management Procurement Management Financial Management
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LAPTOP OR TABLET

@ NO EXTRA COST - (For all participating delegates)

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26 JAN - 06 FEB													

4 PROCUREMENT AND LOGISTICS PROGRAMMES

Choose date to attend for any of the following Programmes:

Fleet Management Contracts Management Procurement Fraud Prevention Tender Management Procedures Transport & Logistics Management Inventory & Warehouse Management Fundamentals of Monitoring & Evaluation Transportation Technology & Sustainable Cities Procurement Management for Engineering Project	Production & Inventory Management Procurement Monitoring & Evaluation Procurement for Donor Funded Projects Advanced Procurement Procedures & Bid Evaluation Public Procurement, Supply Chain & Contracts Management Contract Management, Logistics & Supply Chain Management Effective Tendering, Procurement & Logistics Management Material Management Logistics Techniques & Effective Storekeeping
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5 BANKING PROGRAMMES

Choose date to attend for any of the following Programmes:

E-Banking Products Analysis Policy Auditing in Central Banks Accounting & Bank Reconciliation Retail Banking & Branch Profitability Fraud Detection & Prevention in Banks Monetary Policy Formulation & Implementation Financial Crimes & Anti-Money Laundering Strategies Corporate Governance & Strategic Competition during Foreign Bank Entry Developing Skills for Postal & Communications Personnel	Managing Securities & Capital Markets Innovation & Product Development in Banking Banking Policy Formulation & Management Central Bank & Monetary Policy Management Foreign Exchange Controls, Framework & Management Central Banks Supervision & Anti-Money Laundering Strategies Auditing Financial Statement in Banks Risk Management & Financial Analysis in the Central Banks
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6 ADMINISTRATION PROGRAMMES

Choose date to attend for any of the following Programmes:

Speech Writing Office Management Skills Electronic Records Management Enhanced Skill for PAs & Administrators Advanced Program Management for Executive Personal Assistants Office Electronic Information Management Management of Email Communication Management of Email Communication Office Electronic Information Management Twenty First Century PAs and Administrators	Time Management, Events Management Assertiveness & Stress Management Reporting Writing & Presentation Skills Research Methodology & Data Analysis Effective Negotiation Skills Executive Skills for PAs & Administrators Advanced Program Management for Executive Personal Assistants Developing Skills for Postal and Communications Personnel Development of Educational Assessment for Teacher Training Mail Traffic Management
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7 ENVIRONMENTAL MANAGEMENT PROGRAMMES

Choose date to attend for any of the following Programmes:

Environmental Laws Analysis Integrated Waste Management Environmental Management Strategies Climate Change Adaptation & Mitigation Energy Management & Sustainable Development Environment Impact Assessment (EIA) Developing a Community Environmental Plan Water Modelling in Flooded Areas Rural & Urban Design Training Impact of Contaminated Soil & Oil Spills Waste Water & Design Control Process	Integrated Water Resources Management Advanced Emergency Preparedness & Disaster Management Emergency Preparedness & Disaster Management GIS Application in Planning & Resource Management Community Based Natural Resources Planning & Management World Bank Environmental Impact Assessment & Social Framework Fundamentals of The World Bank's Environmental Social Framework Environmental & Social Safeguard Environmental Social and Governance Sustainability Sustainable Finance Environmental Social Governance and The Future of Finance Water Demand Management Energy Innovation
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TRAINING DURATION-1-4 WEEKS

- Duration & Outcomes can be customised to delegates' request
- Excursions to Leisure & Historical Sites are provided as complimentary to all our delegates
- In-House Training for Groups of 10 or more delegates enjoy a 10% discount
- A minimum of 3 delegates from the same organisation attending the same course enjoy a negotiable discount

1 Week	USD 2 550	Per Delegate
2 Weeks	USD 3 290	Per Delegate
3 Weeks	USD 3 890	Per Delegate
4 Weeks	USD 4 550	Per Delegate

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8 ECONOMICS PROGRAMMES

Choose date to attend for any of the following Programmes:

Balance of Payment Statistics Tax Policy & Tax Administration Macroeconomic Policy Management Economic Modeling & Forecasting Labour Market Information Systems Policy Formulation & Implementation	Tax Intelligence and Tax Risk Management Macro-Economic Forecasting and Projections Applied Research Methodology in Economic Analysis Macro-Economic Management & Policies for Senior Officials Strategic Planning & Risk Assessment in Revenue Management
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9 SALES, MARKETING & PR PROGRAMMES

Choose date to attend for any of the following Programmes:

Developing and Managing Customer Base New Product Development & Marketing Management Stakeholder Engagement Customer Relationship Management and Deposit Mobilization Business and System Analysis Corporate Due Diligence Customer Experience Management	Sales and Marketing Strategy Essential Skills for Marketing Staff Public Relations and Customer Care Data Analysis and Population Size Estimations Using RDS Analyst Developing Interpersonal Skills for Effective Conflict Resolution	Consumer Behaviour International Relations Diplomacy and Protocol Media Training and Practice Public Relations, Protocol, Problem Resolution and Events Management	Call Centre Etiquette Digital Marketing Customer Focused Marketing Key Skills for Effective Governance
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10 AGRICULTURAL DEVELOPMENT & SUSTAINABILITY PROGRAMMES

Choose date to attend for any of the following Programmes:

Agricultural Development Management Managing Sustainable Rural Development Integrated Natural Resource Management Rural Development and Extension Management Land Governance for Sustainable Development Decentralisation and Community Driven Development	Participatory Planning, Monitoring and Evaluation Decentralisation and Urban Infrastructure Management Strategies for Poverty Reduction and Sustainable Development Advanced Agricultural Project Management Strategies Poverty Alleviation: Challenges, Policies and Strategies
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11 INFORMATION TECHNOLOGY AND ENGINEERING PROGRAMMES

Choose date to attend for any of the following Programmes:

Java Script Website design & Publishing System Analysis and Design Electronic Records Management Computer Fraud & Security / IT Audit Rural and Urban Design Dry Wall Installations International Maritime Code for Dangerous Goods Mail Traffic Management Artificial Intelligence and The Legal Framework Advanced Statistical SPSS Business Intelligence Analysis and Data Science Management Information Communication Technology (ICT) Strategic Planning and Governance Windows Server Virtualization with HYPER-V3 Crib and Concrete Roof Repair	Human Resource Information Systems IT Strategy & Strategic Information Management Computer Networks Administration & Management IT security and Cybercrime Prevention Management Stakeholder Engagement Customer Relationship Management and Deposit Mobilization Business and System Analysis Corporate Due Diligence Customer Experience Management Data Protection and Data Analysis in Social Protection Data Science and Analytics Material Processing in Manufacturing Procurement Management for Engineering Projects Project Management for Engineering Projects Records Management Digitalization
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