

PUBLIC TRAINING SCHEDULE 2012 - SIEN CONSULTANTS

WORKSHOP TITLE	DURATION (DAY)	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEP	OCT	NOV	DEC	INVESTMENT (IDR)
Workshop of Internal Audit Integrated System ISO 9001 - OHSAS 18001 - ISO 14001	3						20 - 22					19 - 21		3.500.000
. Food Safety Management System														
Requirements Interpretation & Workshop of ISO 22000:2005 Document Composing (Inclusive how to make HACCP Plan)	4				10 - 13					18 - 21				5.000.000
. Human Resources Management & Development														
Standard Operating Procedure (SOP) - why and how?	2	30 - 31				14 - 15						8 - 9		2.500.000
Designing Effective Job Description	2		16 - 17					19 - 20					6 - 7	2.500.000
Effective Interviewing Skills	2					3 - 4								2.500.000
Talent Management	2				2 - 3						18 - 19			2.500.000
Identifying Training Needs	2		23 - 24							13 - 14				2.500.000
Performance Appraisal	2				23 - 24			12 - 13				5 - 6		2.500.000
Problem Solving & Creative Decision Making For Managers / Supervisors	2			29 - 30										2.500.000
Score Card In Human Resources Management	2					21 - 22				6 - 7				2.500.000
Training Evaluation	2						28 - 29					26 - 27		2.500.000
. Accounting & Finance														
Skill for the Beginner Auditors	1			28				2				28		1.500.000
Tax Planning	3			7 - 9						26 - 28				3.500.000
Fiscal Accounting	2				12 - 13						4 - 5			2.500.000

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Fundamentals of Finance and Accounting	1		20			28					8			1.500.000
Creative Cash Flow Reporting	1				16					14				1.500.000
Effective Budgeting	1		27								22			1.500.000
. Others Workshop														
Interpretation of Social Accountability (SA 8000:2008) Requirements	3					28 - 30					1 - 3			5.000.000
5 S / 5 R	2				19 - 20								3 - 4	2.500.000
How to be A Great Trainer (TOT) with simulation & practice	2			15 - 16				9 - 10				12 -13		2.500.000
Service Excellence	2						7 - 8					22 - 23		2.500.000
Supply Chain Management	2				26 - 27									2.500.000
Sales from A to Z - How To Become a Sales Specialist	2					10 - 11				20 - 21				2.500.000
Balance Score Card - Introduction	2						11 - 12				15 - 16			2.500.000
Workshops of Key Performance Indicator Composing (Balance Score Card in Practice)	3		8 - 10					23 - 25						3.500.000
Retail Management	2			26 - 27			21 - 22			17 - 18				2.500.000
Facilities : Training Kit, Lunch, Coffee breaks, Snack, Certificate & Souvenir														
All Workshops in Jakarta - Investment Fee exclude VAT 10%														
Place : minimal 3 stars Hotel in Jakarta (will be informed later)														
We believe that our professional's honor have correlation with benefits which will achieved by your company														
Please call us at : 021 - 3240 3909 or mail to : venty@sienconsultant.com														