GoldStead Resources Company Ltd.

# TRAINING CALENDAR FOR THE YEAR 2025

| S/N | COURSES | DURATION | FEES NGN | FEES USD | JULY | AUG | SEPT | OCT | NOV | DEC |
|---|---|---|---|---|---|---|---|---|---|---|
| **ADMINISTRATIVE, CLERICAL AND CUSTOMER SERVICE** | | | | | | | | | | |
| 1 | Administrative Functions & Office Management | 5 days | 220,000.00 | 700.00 | 21-25 | 18-22 | 1-5 | 29/9-3/10 | 3-7 | 1-5 |
| 2 | Administrative Support and Records Management Skills Course | 5 days | 220,000.00 | 700.00 | 21-25 | 18-22 | 1-5 | 29/9-3/10 | 3-7 | 1-5 |
| 3 | Advanced Business Writing Skills for Senior Executives | 5 days | 250,000.00 | 700.00 | 21-25 | 18-22 | 1-5 | 29/9-3/10 | 3-7 | 1-5 |
| 4 | Advanced Office Management Skills for Managers/Supervisors | 5 days | 250,000.00 | 700.00 | 21-25 | 18-22 | 1-5 | 29/9-3/10 | 3-7 | 1-5 |
| 5 | Advanced Secretarial Skills for Executive Assistants | 5 days | 250,000.00 | 700.00 | 21-25 | 18-22 | 1-5 | 29/9-3/10 | 3-7 | 1-5 |
| 6 | Interpersonal Communication and Service Management Course | 5 days | 250,000.00 | 700.00 | 21-25 | 18-22 | 1-5 | 29/9-3/10 | 3-7 | 1-5 |
| 7 | Professional Writing Skills for Secretaries, Personal & Executive assistants | 5 days | 220,000.00 | 700.00 | 21-25 | 18-22 | 1-5 | 29/9-3/10 | 3-7 | 1-5 |
| 8 | Record Keeping and File Management | 5 days | 220,000.00 | 600.00 | 21-25 | 18-22 | 1-5 | 29/9-3/10 | 3-7 | 1-5 |
| 9 | Fundamentals of Relationship Management: The Boss and the PA | 5 days | 220,000.00 | 600.00 | 21-25 | 18-22 | 1-5 | 29/9-3/10 | 3-7 | 1-5 |
| 10 | Managing Your Boss: "Accelerating Growth" | 5 days | 220,000.00 | 600.00 | 21-25 | 18-22 | 1-5 | 29/9-3/10 | 3-7 | 1-5 |
| 11 | Office Management Skills | 5 days | 220,000.00 | 600.00 | 21-25 | 18-22 | 1-5 | 29/9-3/10 | 3-7 | 1-5 |
| 12 | Exceptional Secretarial Skills | 5 days | 220,000.00 | 600.00 | 21-25 | 18-22 | 1-5 | 29/9-3/10 | 3-7 | 1-5 |
| | | | | | | | | | | 1-5 |
| **CUSTOMER SERVICE/FRONT DESK MGT** | | | | | | | | | | 1-5 |
| 13 | Front Desk & Cubicle Management Techniques | 5 days | 220,000.00 | 500.00 | 21-25 | 18-22 | 1-5 | 29/9-3/10 | 3-7 | 1-5 |
| 14 | Achieving service quality and customer satisfaction tools and techniques | 5 days | 250,000.00 | 700.00 | 21-25 | 18-22 | 1-5 | 29/9-3/10 | 3-7 | 1-5 |
| 15 | Advanced Skill Development For Front Desk Officers | 5 days | 220,000.00 | 500.00 | 21-25 | 18-22 | 1-5 | 29/9-3/10 | 3-7 | 1-5 |
| 16 | Advanced Telephone Handling and Front Desk Management for Senior Executives | 5 days | 245,000.00 | 700.00 | 21-25 | 18-22 | 1-5 | 29/9-3/10 | 3-7 | 1-5 |

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| 17 | Basic Front Desk and Customer Service Skills | 5 days | 200,000.00 | 500.00 | 21-25 | 18-22 | 1-5 | 29/9-3/10 | 3-7 | 1-5 |
| 18 | Beyond Customer Service Excellence | 5 days | 220,000.00 | 700.00 | 21-25 | 18-22 | 1-5 | 29/9-3/10 | 3-7 | 1-5 |
| 19 | Business Etiquette and Excellent Service Delivery | 5 days | 220,000.00 | 700.00 | 21-25 | 18-22 | 1-5 | 29/9-3/10 | 3-7 | 1-5 |
| 20 | Exceeding Customer Service Excellence | 5 days | 220,000.00 | 700.00 | 21-25 | 18-22 | 1-5 | 29/9-3/10 | 3-7 | 1-5 |
| 21 | Hospitality Etiquette and Customer Service Excellence | 5 days | 250,000.00 | 450.00 | 21-25 | 18-22 | 1-5 | 29/9-3/10 | 3-7 | 1-5 |
| 22 | Professional Telephone Skills for the Help Desk | 5 days | 200,000.00 | 500.00 | 21-25 | 18-22 | 1-5 | 29/9-3/10 | 3-7 | 1-5 |
| 23 | Service Quality & Customer Satisfaction: Tools & Techniques | 5 days | 265,000.00 | 700.00 | 21-25 | 18-22 | 1-5 | 29/9-3/10 | 3-7 | 1-5 |
| 24 | Emotional Intelligence for Workplace Success | 5 days | 280,000.00 | 700.00 | 21-25 | 18-22 | 1-5 | 29/9-3/10 | 3-7 | 1-5 |
| 25 | Emotional Intelligence for Call Centre Representatives | 5 days | 250,000.00 | 600.00 | 21-25 | 18-22 | 1-5 | 29/9-3/10 | 3-7 | 1-5 |
| 26 | Interpersonal Communication and Service Management Course | 5 days | 250,000.00 | 700.00 | 21-25 | 18-22 | 1-5 | 29/9-3/10 | 3-7 | 1-5 |
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| **DRIVERS, RIDERS AND DRIVING** | | | | | | | | | | |
| 27 | Administrative Support Skills for Drivers | 5 days | 200,000.00 | 500.00 | 30/6-4/7 | 25-29 | 8-12 | 20-24 | 10-14 | 15-19 |
| 28 | Advanced Service Etiquette and Safety Tips for Drivers | 5 days | 200,000.00 | 600.00 | 30/6-4/7 | 25-29 | 8-12 | 20-24 | 10-14 | 15-19 |
| 29 | Ageing and Driving: Self and Safety Management | 5 days | 200,000.00 | 500.00 | 30/6-4/7 | 25-29 | 8-12 | 20-24 | 10-14 | 15-19 |
| 30 | Defensive Riding & Safety Consciousness for Dispatch Riders | 5 days | 200,000.00 | 500.00 | 30/6-4/7 | 25-29 | 8-12 | 20-24 | 10-14 | 15-19 |
| 31 | Defensive Driving & Safety Consciousness for Drivers and Dispatch Riders | 5 days | 220,000.00 | 600.00 | 30/6-4/7 | 25-29 | 8-12 | 20-24 | 10-14 | 15-19 |
| 32 | Driving behavior and personality development | 5 days | 220,000.00 | 700.00 | 30/6-4/7 | 25-29 | 8-12 | 20-24 | 10-14 | 15-19 |
| 33 | Excellent Service Delivery And Safety Consciousness For Drivers And Dispatch Riders | 5 days | 225,000.00 | 700.00 | 30/6-4/7 | 25-29 | 8-12 | 20-24 | 10-14 | 15-19 |
| 34 | Fleet Management Course for Drivers | 5 days | 250,000.00 | 700.00 | 30/6-4/7 | 25-29 | 8-12 | 20-24 | 10-14 | 15-19 |
| 35 | School Bus Safety & Management for drivers | 5 days | 200,000.00 | 500.00 | 30/6-4/7 | 25-29 | 8-12 | 20-24 | 10-14 | 15-19 |
| 36 | Service Delivery & Safety Techniques for Dispatch and Delivery Riders | 5 days | 200,000.00 | 500.00 | 30/6-4/7 | 25-29 | 8-12 | 20-24 | 10-14 | 15-19 |
| 37 | The Boss & the Driver: Relationship Management | 5 days | 200,000.00 | 450.00 | 30/6-4/7 | 25-29 | 8-12 | 20-24 | 10-14 | 15-19 |

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| 38 | Truck Management and Safety Awareness | 5 days | 250,000.00 | 700.00 | 30/6-4/7 | 25-29 | 8-12 | 20-24 | 10-14 | 15-19 |
| 39 | Wheel Intelligence and Control Course for Drivers | 5 days | 250,000.00 | 600.00 | 30/6-4/7 | 25-29 | 8-12 | 20-24 | 10-14 | 15-19 |
| 40 | Work Ethics and Safety Awareness for Drivers | 5 days | 220,000.00 | 700.00 | 30/6-4/7 | 25-29 | 8-12 | 20-24 | 10-14 | 15-19 |
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| **ACCOUNTING, AUDIT AND CONTROL** | | | | | | | | | | |
| 41 | Account Payable, Account Receivable and Debt recovery | 5 days | 280,000.00 | 700.00 | 14-18 | 11-15 | 1-5 | 6-10 | 3-7 | 1-5 |
| 42 | Basic Bookkeeping Accounting Course | 5 days | 250,000.00 | 600.00 | 14-18 | 11-15 | 1-5 | 6-10 | 3-7 | 1-5 |
| 43 | Budget Presentation, Administration & Management Techniques | 5 days | 260,000.00 | 700.00 | 14-18 | 11-15 | 1-5 | 6-10 | 3-7 | 1-5 |
| 44 | Effective Payroll Management and Accounts Administration: Control and Reconciliation Techniques | 5 days | 280,000.00 | 700.00 | 14-18 | 11-15 | 1-5 | 6-10 | 3-7 | 1-5 |
| 45 | Fraud Detection And Investigation For Internal Auditors | 5 days | 280,000.00 | 700.00 | 14-18 | 11-15 | 1-5 | 6-10 | 3-7 | 1-5 |
| 46 | Fraud Risk Management: Awareness, prevention, detection and Investigation | 5 days | 285,000.00 | 700.00 | 14-18 | 11-15 | 1-5 | 6-10 | 3-7 | 1-5 |
| 47 | Internal Control Principles and Practice | 5 days | 250,000.00 | 600.00 | 14-18 | 11-15 | 1-5 | 6-10 | 3-7 | 1-5 |
| 48 | Internal Control, Compliance and Risk Management | 5 days | 280,000.00 | 700.00 | 14-18 | 11-15 | 1-5 | 6-10 | 3-7 | 1-5 |
| 49 | Leadership and Communication Skills for Internal Auditors | 5 days | 250,000.00 | 700.00 | 14-18 | 11-15 | 1-5 | 6-10 | 3-7 | 1-5 |
| 50 | Internal Control and Audit for Result | 5 days | 250,000.00 | 600.00 | 14-18 | 11-15 | 1-5 | 6-10 | 3-7 | 1-5 |
| 51 | Managing an Effective Internal Audit: A sure guide | 5 days | 280,000.00 | 700.00 | 14-18 | 11-15 | 1-5 | 6-10 | 3-7 | 1-5 |
| 52 | Managing Operational Risk in Organizations. | 5 days | 300,000.00 | 700.00 | 14-18 | 11-15 | 1-5 | 6-10 | 3-7 | 1-5 |
| 53 | Mastering Internal Auditing Standards for Effective Assurance and Compliance | 5 days | 295,000.00 | 700.00 | 14-18 | 25-29 | 1-5 | 6-10 | 3-7 | 1-5 |
| 54 | Quality Assurance and Quality Control Essentials course | 5 days | 295,000.00 | 700.00 | 14-18 | 11-15 | 1-5 | 6-10 | 3-7 | 1-5 |
| 55 | Revenue Generation Strategies: Tools and Techniques | 5 days | 250,000.00 | 700.00 | 14-18 | 11-15 | 1-5 | 6-10 | 3-7 | 1-5 |
| 56 | Tax Management for Organizations | 5 days | 280,000.00 | 700.00 | 14-18 | 11-15 | 1-5 | 6-10 | 3-7 | 1-5 |
| 57 | Top notch Accounting Skills Training for Accounting Officers | 5 days | 250,000.00 | 700.00 | 14-18 | 11-15 | 1-5 | 6-10 | 3-7 | 1-5 |
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| **METRICS, ANALYTICS AND INFORMATION TECHNOLOGY** | | | | | | | | | | |

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| 58 | EXECUTIVE AI MASTERY PROGRAM FOR C-SUITE AND | 5 days | 700,000.00 | 1,000.00 | 30/6-4/7 | 4-8 | 8-12 | 13-17 | 10-14 | 8-12 |
| 59 | AI Mastery for Business Decision Making | 5 days | 350,000.00 | 700.00 | 30/6-4/7 | 4-8 | 8-12 | 13-17 | 10-14 | 8-12 |
| 60 | AI Mastery for Validating and Creating Business Plans | 5 days | 350,000.00 | 700.00 | 30/6-4/7 | 4-8 | 8-12 | 13-17 | 10-14 | 8-12 |
| 61 | AI Mastery for Sales and Customer Support | 5 days | 350,000.00 | 700.00 | 30/6-4/7 | 4-8 | 8-12 | 13-17 | 10-14 | 8-12 |
| 62 | AI Mastery For Business Communications | 5 days | 350,000.00 | 700.00 | 30/6-4/7 | 4-8 | 8-12 | 13-17 | 10-14 | 8-12 |
| 63 | AI Mastery for Business Automations | 5 days | 350,000.00 | 700.00 | 30/6-4/7 | 4-8 | 8-12 | 13-17 | 10-14 | 8-12 |
| 64 | AI Security for Executives | 5 days | 400,000.00 | 800.00 | 30/6-4/7 | 4-8 | 8-12 | 13-17 | 10-14 | 8-12 |
| 65 | Business Data Analytics with Excel | 5 days | 320,000.00 | 700.00 | 30/6-4/7 | 4-8 | 8-12 | 13-17 | 10-14 | 8-12 |
| 66 | Foundation Excel For Beginners | 5 days | 295,000.00 | 700.00 | 30/6-4/7 | 4-8 | 8-12 | 13-17 | 10-14 | 8-12 |
| 67 | Microsoft Excel for HR Professionals | 5 days | 300,000.00 | 700.00 | 30/6-4/7 | 4-8 | 8-12 | 13-17 | 10-14 | 8-12 |
| 68 | Microsoft Excel Skills for Business Analysis and Reporting | 5 days | 320,000.00 | 700.00 | 30/6-4/7 | 4-8 | 8-12 | 13-17 | 10-14 | 8-12 |
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| **LEADERSHIP, MANAGEMENT AND PERSONAL DEVELOPMENT** | | | | | | | | | | |
| 69 | ATTITTUDE!: Resolving Difficult Situations in the Workplace | 5 days | 220,000.00 | 600.00 | 7-11 | 25-29 | 15-19 | 20-24 | 24-28 | 15-19 |
| 70 | Coaching & Mentoring Framework: Everyday Dynamics | 5 days | 220,000.00 | 600.00 | 7-11 | 25-29 | 15-19 | 20-24 | 24-28 | 15-19 |
| 71 | Communication Skills for Supervisors | 5 days | 220,000.00 | 700.00 | 7-11 | 25-29 | 15-19 | 20-24 | 24-28 | 15-19 |
| 72 | Business Leadership Skills Development | 5 days | 250,000.00 | 700.00 | 7-11 | 25-29 | 15-19 | 20-24 | 24-28 | 15-19 |
| 73 | The Art of Common Sense and Critical Thinking In The Workplace | 5 days | 220,000.00 | 500.00 | 7-11 | 25-29 | 15-19 | 20-24 | 24-28 | 15-19 |
| 74 | Corporate Governance in the Boardroom: A Practical Approach | 5 days | 295,000.00 | 500.00 | 7-11 | 25-29 | 15-19 | 20-24 | 24-28 | 15-19 |
| 75 | Corporate Team Building & Leadership Skills | 5 days | 250,000.00 | 700.00 | 7-11 | 25-29 | 15-19 | 20-24 | 24-28 | 15-19 |
| 76 | Developing Leadership Competencies | 5 days | 250,000.00 | 700.00 | 7-11 | 25-29 | 15-19 | 20-24 | 24-28 | 15-19 |
| 77 | Emotional Intelligence & Anger Management in the Workplace | 5 days | 280,000.00 | 700.00 | 7-11 | 25-29 | 15-19 | 20-24 | 24-28 | 15-19 |
| 78 | Leadership and Management Skill Development | 5 days | 250,000.00 | 700.00 | 7-11 | 25-29 | 15-19 | 20-24 | 24-28 | 15-19 |
| 79 | Navigating Office Politics for Managers | 5 days | 220,000.00 | 700.00 | 7-11 | 25-29 | 15-19 | 20-24 | 24-28 | 15-19 |
| 80 | Personal Effectiveness & Team Work | 5 days | 220,000.00 | 600.00 | 7-11 | 25-29 | 15-19 | 20-24 | 24-28 | 15-19 |

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| 81 | Retirement Planning Workshop | 5 days | 250,000.00 | 700.00 | 7-11 | 25-29 | 15-19 | 20-24 | 24-28 | 15-19 |
| 82 | Time & Task Management | 5 days | 250,000.00 | 600.00 | 7-11 | 25-29 | 15-19 | 20-24 | 24-28 | 15-19 |
| 83 | Time Management and Productivity | 5 days | 220,000.00 | 500.00 | 7-11 | 25-29 | 15-19 | 20-24 | 24-28 | 15-19 |
| 84 | Strategic Negotiations and conflict resolutions For Public and Private Sector Executives | 5 days | 280,000.00 | 700.00 | 7-11 | 25-29 | 15-19 | 20-24 | 24-28 | 15-19 |
| 85 | Training Methods & Presentation Skills | 5 days | 220,000.00 | 600.00 | 7-11 | 25-29 | 15-19 | 20-24 | 24-28 | 15-19 |
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| **HUMAN RESOURCE AND GENERAL MANAGEMENT** | | | | | | | | | | |
| 86 | Coaching & Mentoring Framework: Everyday Dynamics | 5 days | 220,000.00 | 700.00 | 21-25 | 4-8 | 22-26 | 13-17 | 10-14 | 8-12 |
| 87 | Conflict Management and Resolution Strategies | 10 days | 450,000.00 | 900.00 | 7-18 | 18-29 | 8-19 | 27/10-07/11 | 17-28 | 1-12 |
| 88 | Crisis management techniques for mangers | 5 days | 250,000.00 | 700.00 | 21-25 | 4-8 | 22-26 | 13-17 | 10-14 | 8-12 |
| 89 | Diversity and Inclusion: A Step-by-Step Guide for Employees | 5 days | 200,000.00 | 600.00 | 21-25 | 4-8 | 22-26 | 13-17 | 10-14 | 8-12 |
| 90 | Effective People and Relationship Management Skills | 5 days | 220,000.00 | 600.00 | 21-25 | 4-8 | 22-26 | 13-17 | 10-14 | 8-12 |
| 91 | Effective People and Business Relationship Management Skills for Managers | 10 days | 430,000.00 | 100.00 | 21-25 | 4-8 | 22-26 | 13-17 | 10-14 | 8-12 |
| 92 | Employee Appraisal & Performance Management | 5 days | 200,000.00 | 600.00 | 21-25 | 4-8 | 22-26 | 13-17 | 10-14 | 8-12 |
| 93 | Employee Relations Best Practices | 5 days | 220,000.00 | 500.00 | 21-25 | 4-8 | 22-26 | 13-17 | 10-14 | 8-12 |
| 94 | Essentials of Recordkeeping in Human Resource Management | 5 days | 220,000.00 | 600.00 | 21-25 | 4-8 | 22-26 | 13-17 | 10-14 | 8-12 |
| 95 | Human Resource Business Partner (HRBP) Training | 5 days | 260,000.00 | 700.00 | 21-25 | 4-8 | 22-26 | 13-17 | 10-14 | 8-12 |
| 96 | Human Resource Metrics and Analytics: The Strategic Business Partner | 5 days | 280,000.00 | 700.00 | 21-25 | 4-8 | 22-26 | 13-17 | 10-14 | 8-12 |
| 97 | LEADERSHIP AND HUMAN RESOURCE MANAGEMENT CONFERENCE: "Human Resource Governance Strategies" | 3 days | 400,000.00 | 800.00 | 22-24 | 5-7 | 16-18 | 14-16 | 11-13 | 9-11 |
| 98 | Industrial Relations Practice In Nigeria | 5 days | 220,000.00 | 500.00 | 21-25 | 4-8 | 22-26 | 13-17 | 10-14 | 8-12 |
| 99 | Interviewing, Selection & Recruitment Skills | 5 days | 250,000.00 | 700.00 | 21-25 | 4-8 | 22-26 | 13-17 | 10-14 | 8-12 |
| 100 | Leadership, management and entrepreneurship course in the 21st century | 5 days | 285,000.00 | 700.00 | 21-25 | 4-8 | 22-26 | 13-17 | 10-14 | 8-12 |

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| 101 | Managing HR Processes, Culture & Change | 5 days | 250,000.00 | 700.00 | 21-25 | 4-8 | 22-26 | 13-17 | 10-14 | 8-12 |
| 102 | Manpower Succession & Retention Course | 5 days | 220,000.00 | 600.00 | 21-25 | 4-8 | 22-26 | 13-17 | 10-14 | 8-12 |
| 103 | Microsoft Excel for HR Professionals | 5 days | 300,000.00 | 700.00 | 21-25 | 4-8 | 22-26 | 13-17 | 10-14 | 8-12 |
| 104 | Nigerian Labour & Employment Law | 5 days | 300,000.00 | 700.00 | 21-25 | 4-8 | 22-26 | 13-17 | 10-14 | 8-12 |
| 105 | The HRM in the Boardroom: Navigating the Politics | 5 days | 280,000.00 | 700.00 | 21-25 | 4-8 | 22-26 | 13-17 | 10-14 | 8-12 |
| 106 | Tomorrow's HR Department- Transform The HR Function | 5 days | 300,000.00 | 700.00 | 21-25 | 4-8 | 22-26 | 13-17 | 10-14 | 8-12 |
| 107 | Training Methods & Presentation Skills | 5 days | 220,000.00 | 600.00 | 21-25 | 4-8 | 22-26 | 13-17 | 10-14 | 8-12 |
| 108 | Virtual team building and management | 5 days | 250,000.00 | 600.00 | 21-25 | 4-8 | 22-26 | 13-17 | 10-14 | 8-12 |
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| **SALES, MARKETING AND RELATIONSHIP MGT** | | | | | | | | | | |
| 109 | Selling Essentials: Developing Clients for Life | 5 days | 220,000.00 | 700.00 | 14-18 | 11-15 | 1-5 | 6-10 | 3-7 | 1-5 |
| 110 | Business Etiquette and Excellent Customer Service Delivery | 5 days | 220,000.00 | 700.00 | 14-18 | 11-15 | 1-5 | 6-10 | 3-7 | 1-5 |
| 111 | Accelerated Business Growth Training | 5 days | 220,000.00 | 450.00 | 14-18 | 11-15 | 1-5 | 6-10 | 3-7 | 1-5 |
| 112 | Customer Relationship Management That Works | 5 days | 235,000.00 | 600.00 | 14-18 | 11-15 | 1-5 | 6-10 | 3-7 | 1-5 |
| 113 | Revenue Generation Strategies: Tools and Techniques | 5 days | 250,000.00 | 700.00 | 14-18 | 11-15 | 1-5 | 6-10 | 3-7 | 1-5 |
| 114 | Strategic Negotiations and conflict resolutions For Public and Private Sector Executives | 5 days | 280,000.00 | 700.00 | 14-18 | 11-15 | 1-5 | 6-10 | 3-7 | 1-5 |
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| **SERVICE, HYGIENE AND SAFETY** | | | | | | | | | | |
| 115 | Customer Service, Hygiene and Safety for Office Cleaning Employees | 5 days | 200,000.00 | 500.00 | 21-25 | 18-22 | 22-26 | 27-31 | 17-21 | 8-12 |
| 116 | Work Ethics, Hygiene And Safety In Food Handling | 5 days | 250,000.00 | 700.00 | 21-25 | 18-22 | 22-26 | 27-31 | 17-21 | 8-12 |
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| **HEALTH, SAFETY, ENVIRONMENT AND SECURITY** | | | | | | | | | | |
| 117 | Workplace Health & Safety Compliance: Policies, Procedures, and Best Practices | 5 days | 250,000.00 | 700.00 | 21-25 | 18-22 | 22-26 | 27-31 | 17-21 | 8-12 |

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| 118 | Environmental Management & Sustainability in the Workplace | 5 days | 250,000.00 | 700.00 | 21-25 | 18-22 | 22-26 | 27-31 | 17-21 | 8-12 |
| 119 | Security Awareness & Risk Management for Employees | 5 days | 250,000.00 | 700.00 | 21-25 | 18-22 | 22-26 | 27-31 | 17-21 | 8-12 |
| 120 | Fire Safety & Emergency Preparedness Training | 5 days | 250,000.00 | 700.00 | 21-25 | 18-22 | 22-26 | 27-31 | 17-21 | 8-12 |
| 121 | Occupational Health & Wellness Programs | | | | | | | | | |
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| **REAL ESTATE AND FACILITY MGT** | | | | | | | | | | |
| 122 | Emergency Action Plan: Crisis Under Control | 5 days | 225,000.00 | 600.00 | 30/6-4/7 | 25-29 | 8-12 | 20-24 | 24-28 | 15-19 |
| 123 | Equipment Maintenance & Facilities Management | 5 days | 24,000.00 | 700.00 | 30/6-4/7 | 25-29 | 8-12 | 20-24 | 24-28 | 15-19 |
| 124 | Real Estate Development and Finance | 5 days | 220,000.00 | 500.00 | 30/6-4/7 | 25-29 | 8-12 | 20-24 | 24-28 | 15-19 |
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| **MEDIA AND COMMUNICATION** | | | | | | | | | | |
| 125 | Strategic Communication and Media Presentation | 5 days | 250,000.00 | 700.00 | 28/7-1/8 | 4-8 | 15-19 | 13-17 | 10-14 | 1-5 |
| 126 | The Media and the People: Top Notch Public Speaking Skills | 5 days | 235,000.00 | 700.00 | 28/7-1/8 | 4-8 | 15-19 | 13-17 | 10-14 | 1-5 |
| 127 | Training Methods & Presentation Skills | 5 days | 220,000.00 | 600.00 | 28/7-1/8 | 4-8 | 15-19 | 13-17 | 10-14 | 1-5 |
| 128 | Public Presentation Skills: "The winning Speech". | 5 days | 240,000.00 | 700.00 | 28/7-1/8 | 4-8 | 15-19 | 13-17 | 10-14 | 1-5 |
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| **AGRICULTURE AND ENTREPRENEURSHIP DEVELOPMENT** | | | | | | | | | | |
| 129 | Agricultural Leadership Development | 5 days | 250,000.00 | 500.00 | 14-18 | 11-15 | 1-5 | 6-10 | 3-7 | 8-12 |
| 130 | Entrepreneurship: Be Your Own Boss | 5 days | 220,000.00 | 500.00 | 14-18 | 11-15 | 1-5 | 6-10 | 3-7 | 8-12 |
| 131 | Fish Farming Skill Development | 5 days | 200,000.00 | 450.00 | 14-18 | 11-15 | 1-5 | 6-10 | 3-7 | 8-12 |
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| **GENERAL/UNCATEGORIZED COURSES** | | | | | | | | | | |
| 132 | Enterprise Risk Management | 5 days | 260,000.00 | 700.00 | 30/6-4/7 | 25-29 | 8-12 | 20-24 | 24-28 | 15-19 |
| 133 | Cooperative Society Management for success | 5 days | 240,000.00 | 600.00 | 30/6-4/7 | 25-29 | 8-12 | 20-24 | 24-28 | 15-19 |

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| 134 | Cost Estimation Strategies | 5 days | 250,000.00 | 700.00 | 30/6-4/7 | 25-29 | 8-12 | 20-24 | 24-28 | 15-19 |
| 135 | Logistics and Supply Chain Management | 5 days | 250,000.00 | 700.00 | 30/6-4/7 | 25-29 | 8-12 | 20-24 | 24-28 | 15-19 |
| 136 | Insurance Marketing | 5 days | 220,000.00 | 500.00 | 30/6-4/7 | 25-29 | 8-12 | 20-24 | 24-28 | 15-19 |
| 137 | Operational Safety for the Oil & Gas Industry | 5 days | 300,000.00 | 500.00 | 30/6-4/7 | 25-29 | 8-12 | 20-24 | 24-28 | 15-19 |
| 138 | Post Traumatic Counseling | 5 days | 260,000.00 | 500.00 | 7-11 | 18-22 | 22-26 | 20-24 | 17-21 | 15-19 |
| 139 | Production and Operations Management | 5 days | 220,000.00 | 500.00 | 7-11 | 18-22 | 22-26 | 20-24 | 17-21 | 15-19 |
| 140 | Project Risk Management | 5 days | 250,000.00 | 700.00 | 7-11 | 18-22 | 22-26 | 20-24 | 17-21 | 15-19 |
| 141 | Project Management essentials | 5 days | 250,000.00 | 700.00 | 7-11 | 18-22 | 22-26 | 20-24 | 17-21 | 15-19 |
| 142 | Purchasing and Procurement Management Course | 5 days | 220,000.00 | 700.00 | 7-11 | 18-22 | 22-26 | 20-24 | 17-21 | 15-19 |
| 143 | Public – Private- Partnership (PPP) that works | 5 days | 280,000.00 | 700.00 | 7-11 | 18-22 | 22-26 | 20-24 | 17-21 | 15-19 |
| 144 | Planning and Forecasting: Analysis and Tools for Positioning your Agency for Global Relevance | 5 days | 250,000.00 | 700.00 | 7-11 | 18-22 | 22-26 | 20-24 | 17-21 | 15-19 |
| 145 | Strategic Planning & Operational Research In Public Agencies | 5 days | 250,000.00 | 700.00 | 7-11 | 18-22 | 22-26 | 20-24 | 17-21 | 15-19 |
| 146 | Safety and security techniques for humanitarian / aid life work | 5 days | 220,000.00 | 600.00 | 7-11 | 18-22 | 22-26 | 20-24 | 17-21 | 15-19 |

**Venue:** 6 Alhaji Idowu Street, Akowonjo, Lagos. Training can also be held at other locations in Nigeria based on request.

**For more details contact:** Training Coordinator, GoldStead Resources Company

**Tel:** 08037119334, 08183174787

**Email:** info@goldsteadresources.com, training@goldsteadresources.com

**Website:** www.goldsteadresources.com

**Please note that course content, date and venue can be adjusted to suite your need. Mode of training: Onsite/Online/Hybrid/Blended**

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