



SNGTI TRAINING SCHEDULE DECEMBER, 2018



TECHNICAL SKILLS COURSES

Sr.#	Course Title	SME From	Total Sessions	Sessions 17-18	Trainers	Dates
1	49 th EDP	SNGTI	48 th	04 th	SNGTI Faculty / HODs	3 rd to 28 th
2	UFG Controllable & Uncontrollable Factors for Executives	UFG-C	57 th	16 th	Mr. Jahanzaib khan DCE -UFGC	3 rd & 4 th
3	Certification Course on Welding (API 1104) For Executive	Q.A	12 th	11 th	Mr. Kh. Amir Hayat Sr. Officer (Q.A)	3 rd & 4 th
4	Defensive Driving	HSE	40 th	16 th	Mr. Rizwan Nasim Sr. Officer HSE	5 th
5	Plumbing for Distribution	M.C	28 th	16 th	Mr. Rao Javad Iqbal DCE (M.C)	5 th to 7 th
6	Hands on Training - P.E in Distribution (D 2513) For Executives	Q.A	10 th	8 th	Mr. Rehan Amjad Sr. Engineer (Q.A)	10 th & 11 th
7	Advance Gas Measurement Techniques	Metering	28 th	12 th	Mr. FaisalAli Sadiq DCE Metering	12 th & 13 th
8	First Aid & CPR	HSE	84 th	15 th	Dr. Huma Tabassum OH(Consultant)	10 th & 11 th
9	Certification Course on Welding (API 1104) For Subordinates	Q.A	62 th	16 th	As Decided By GM Q.A	12 th to 14 th
10	Customer Services Department Personnel Training Program	CS	5 th	6 th	Mr. Naveed Ashraf CE (CS-South) Mr. Waqar Ashraf CE (Cs North)	14 th
11	Hands on Training - P.E in Distribution (D 2513) For Subordinates	Q.A	63 th	15 th	Mr. Talat Mahmood Sr. Engineer	17 th to 19 th
12	Project Management	Projects	5 th	6 th	Mr. Kashif Saleem Butt Sr. Engineer (Projects)	17 th & 18 th
13	UFG Controllable & Uncontrollable Factors for Sub-ordinate	UFG-C	57 th	16 th	Mr. Syad Fahad Ali Executive Officer UFG	17 th & 18 th
14	Advance Pipeline Design & Simulation	Projects	17 th	3rd	Mr. Saulat Rashid Lone Sr. Engineer LPG/LNG	17 th & 18 th
15	Oracle Finance Account payable	IT/MIS	14 th	02	Ghulam Abbas Officer (Ops)	19 th & 20 th
16	Achieving Zero Accident Goal Through Proactive Safety	HSE	26 th	17 th	Mr. Sohail Shahzad DCE (HSE)	20 th & 21 th
17	Fire Prevention	HSE	40 th	16 th	Mr. Hashim Sr. Engineer	21 th
18	Plumbing for Distribution	M.C	28 th	16 th	Mr. Rao Javad Iqbal DCE (M.C)	26 th to 28 th
19	Gas Regulator in Distribution	Distribution	6 th	7 th	Mr. Taskin UL Islam Hashim DCE-DIST	27 th & 28 th
20	HSE Manual	HSE	15 th	3 rd	Mr. Farakh Majeed Bala GM (HSE)	27 th & 28 th

IT/MIS COURSES

21	Oracle Inventory Module eMR/eMRV	IT/MIS	6 th	7 th	Mr. Mohsin Laang Officer (Ops)	3 rd & 4 th
22	Introduction to MS Word For Subordinate		13 th	12 th	Mr. Ayyaz Senior Officer IT/MIS	10 th & 11 th
23	Introduction to MS Word For Executive		64 th	16 th	Mr. M. Rafaqat Officer (IT/MIS)	6 th & 7 th
24	Advance Excel For Executive		18 th	16 th	Mr. M. Rafaqat Officer (IT/MIS)	12 th & 13 th
25	Introduction to Excel For Subordinates		18 th	16 th	Mr. Rizwa Executive Officer (IT/MIS)	17 th & 18 th

SOFT SKILLS COURSES

26	Leadership Skills	SNGTI	25 th	6 th	Mr. Usman iftikhar Sr. Officer (T&D)	3 th & 4 th
27	Business Communication I		7 th	7 th	Mr. Usman Salim Officer. (T&D)	3 rd & 4 th
28	Interpersonal Skills		37 th	4 th	Mr. Waqas M. Qureshi General Manager (T&D)	6 th & 7 th
29	Time & Stress Management		7 th	8 th	Mr. Asad Fawad Executive Officer (T&D)	6 th & 7 th
30	Business Communication II		40 th	13 th	Mr. Usman Salim Officer (T&D)	10 th & 11 th
31	Leadership Skills		25 th	6 th	Mr. Usman iftikhar Sr. Officer (T&D)	12 rd & 13 th
32	Handling Difficult People		20 th	9 th	Mr. Usman Salim Officer (T&D)	13 th & 14 th
33	Team Work		41 th	13 th	Mr. Asad Fawad Executive Officer (T&D)	19 th & 20 th
34	Presentation Skills		6 th	7 th	Mr. Usman Iftikhar Sr. Officer (T&D)	27 th & 28 th
35	Team Work		41 th	8 th	Mr. Asad Fawad Executive Officer (T&D)	27 th & 28 th