



**SNGTI TRAINING SCHEDULE FEBRUARY, 2017**  
**Technical Skills Courses**



Sr. #	Course Title	Sponsor Department	Total Sessions	Sessions 16-17	Trainers	Dates
1	34 <sup>th</sup> Executive Development Program (EDP)	SNGTI	34 <sup>th</sup>	02	HODs/SNGTI Faculty	30 <sup>th</sup> Jan to 23 <sup>rd</sup> Feb
2	Gas Control Training - Faisalabad	SNGTI	-	-	Gas Control Executives	1 <sup>st</sup> to 3 <sup>rd</sup> 6 <sup>th</sup> to 8 <sup>th</sup> 9 <sup>th</sup> to 11 <sup>th</sup> 13 <sup>th</sup> to 15 <sup>th</sup> 16 <sup>th</sup> to 18 <sup>th</sup> 20 <sup>th</sup> to 22 <sup>nd</sup> 23 <sup>rd</sup> to 25 <sup>th</sup>
3	Plumbing for Distribution	SNGTI	5 <sup>th</sup>	04	Mr. Rao Javed Iqbal Sr. Engr. (M.C)	01 <sup>st</sup> to 03 <sup>rd</sup>
4	<b>First Aid &amp; CPR (Cancelled)</b>	<b>HSE</b>	<b>65<sup>th</sup></b>	<b>06</b>	<b>Dr. Huma Tabassum OH Consultant</b>	<b>02<sup>nd</sup> &amp; 03<sup>rd</sup></b>
5	Certification Course on Welding (API 1104)	SNGTI	41 <sup>st</sup>	06	Mr. Talat Mehmood Exe. Engineer (QA)	06 <sup>th</sup> to 10 <sup>th</sup>
6	Linking of Complaints with CC&B for Walk-In Customer	C.S	01 <sup>st</sup>	0	Mr. Qutab Jahanzaib Dy. Chief Officer (IT/MIS)	09 <sup>th</sup>
7	UFG Controllable & Uncontrollable Factors	SNGTI	36 <sup>th</sup>	06	Mr. Jehanzaib Khan Sr. Engineer – UFGC	09 <sup>th</sup> & 10 <sup>th</sup>
8	Linking of Complaints with CC&B for Walk-In Customer	C.S	02 <sup>nd</sup>	1	Mr. Qutab Jahanzaib Dy. Chief Officer (IT/MIS)	10 <sup>th</sup>
9	Fire Prevention	HSE	21 <sup>st</sup>	06	Mr. Hashim Executive Engineer (HSE)	10 <sup>th</sup>
10	Achieving Zero Accident Goal Through Proactive Safety	HSE	7 <sup>th</sup>	06	Mr. Sohail Shahzad Sr. Engineer (HSE)	13 <sup>th</sup> & 14 <sup>th</sup>
11	PPRA Rules	SNGTI	7 <sup>th</sup>	03	Mr. Asim Mir Dy. Chief Officer	13 <sup>th</sup> & 14 <sup>th</sup>
12	Hands on Training - P.E in Distribution (D 2513)	SNGTI	43 <sup>rd</sup>	06	Mr. Talat Mahmood Executive Engineer (Q.A)	13 <sup>th</sup> to 15 <sup>th</sup>
13	Defensive Driving	HSE	20 <sup>th</sup>	03	Mr. Waheeb Iftikhar Executive Engineer	17 <sup>th</sup>
14	Plumbing for Distribution	SNGTI	6 <sup>th</sup>	05	Mr. Rao Javed Iqbal Sr. Engr. (M.C)	20 <sup>th</sup> to 22 <sup>nd</sup>
15	Developing Future Leaders (DFL-9)	SNGTI	09 <sup>th</sup>	1	SNGTI Faculty/ HODs	20 <sup>th</sup> to 24 <sup>th</sup>
16	Urdu Drafting	IT/MIS	20 <sup>th</sup>	09	Mr. Khalid Mehmood Sr. Officer (IT/MIS)	27 <sup>th</sup> & 28 <sup>th</sup>
<b>Soft Skills Courses</b>						
17	Leadership Skills	SNGTI	15 <sup>th</sup>	2	Mr. Usman Iftikhar Executive Officer (T&D)	01 <sup>st</sup> & 02 <sup>nd</sup>
18	Principles of Management		07 <sup>th</sup>	05	Mr. Usman Salim Officer (T & D)	02 <sup>nd</sup> & 03 <sup>rd</sup>
19	Introduction to MS Excel		45 <sup>th</sup>	07	Mr. Rafaqat Ali Officer (IT/MIS)	06 <sup>th</sup> & 07 <sup>th</sup>
20	Business Communication I		50 <sup>th</sup>	04	Mr. Usman Salim Officer (T & D)	06 <sup>th</sup> & 07 <sup>th</sup>
21	Change Management		25 <sup>th</sup>	01	Mr. Waqas M. Qureshi Chief Officer (T&D)	08 <sup>th</sup> & 09 <sup>th</sup>
22	Interpersonal Skills		31 <sup>st</sup>	04	Mr. Waqas M. Qureshi Chief Officer (T&D)	15 <sup>th</sup> & 16 <sup>th</sup>
23	Leadership Skills		16 <sup>th</sup>	02	Mr. Usman Iftikhar Executive Officer (T&D)	15 <sup>th</sup> & 16 <sup>th</sup>
24	Time & Stress Management		44 <sup>th</sup>	08	Mr. Asad Fawad Officer (T & D)	15 <sup>th</sup> & 16 <sup>th</sup>
25	Principles of Management		08 <sup>th</sup>	06	Mr. Usman Salim Officer (T & D)	20 <sup>th</sup> & 21 <sup>st</sup>
26	Introduction to MS Excel		46 <sup>th</sup>	08	Mr. Rafaqat Ali Officer (IT/MIS)	20 <sup>th</sup> & 21 <sup>st</sup>
27	Initiative & Drive		25 <sup>th</sup>	07	Mr. Asad Fawad Officer (T & D)	22 <sup>nd</sup> & 23 <sup>rd</sup>
28	Introduction of MS Word		43 <sup>rd</sup>	07	Mr. Ali Abbas Officer (IT/MIS)	23 <sup>rd</sup> & 24 <sup>th</sup>
29	Time & Stress Management		45 <sup>th</sup>	09	Mr. Asad Fawad Officer (T & D)	27 <sup>th</sup> & 28 <sup>th</sup>
30	Business Communication II		22 <sup>nd</sup>	02	Mr. Usman Salim Officer (T & D)	27 <sup>th</sup> & 28 <sup>th</sup>

• Trainers availability is subject to approval by their respective Department HODs.