



SNGTI TRAINING SCHEDULE MAY 2015



Sr.#	Course Title	Sponsor Deptt	Session	Trainers	Dates
Department Specific					
1	Executive Development Programme (EDP)	S NGTI	29 th 30 th	SNGTI Faculty/ HODs	04 th to 28 th 25 th May to 18 th June
2	Operation and Maintenance Manual – Metering Department	Metering	06 th	Mr. Faisal Ali Sadiq Sr. Engr. (Metering)	4 th & 5 th
3	Certification Course on Polyethylene in Distribution (D 2513)	SNGTI	23 rd	Mr. Azhar Rashid (CE Coordination)	6 th to 8 th
4	Sales Procedure in CC & B	Sales	15 th	To be appointed by IT Department	7 th & 8 th
5	UFG Controllable and Uncontrollable Factors	SNGTI	16 th	Mr. Jamshed Riaz Sr. Engr. (UFG)	11 th & 12 th
6	Sales Procedure in CC & B	Sales	16 th	To be appointed by IT Department	11 th & 12 th
7	Operation and Maintenance Manual – Billing Department	Billing	05 th	Mr. Sajid Javed Sr. Engr. (Billing)	13 th & 14 th
8	Vocational Training Course for Fitters and Helpers	Corr.	02 nd	Mr. Yousaf Zakir Exec. Engr. (D)	14 th & 15 th
9	Operation and Maintenance Manual – Sales Department	Sales	1 st (New)	Mr. Shahid Maqsud Chief Officer (Sales)	18 th & 19 th
10	Certification Course on Welding (API 1104)	SNGTI	21 st	Mr. Talat Mahmood Exec. Engr. (QA)	18 th to 22 nd
11	Job Completion Report	Finance	1 st (New)	Mr. Raheel Farooq Chief Accountant (F)	20 th & 21 st
12	Oracle Purchasing Module	IT/MIS	05 th	Mr. Irfan Abid Officer Gr-II	25 th & 26 th
13	Fire Prevention	HSE	06 th	Mr. Muhammad Hashim Exec. Engr. (HSE)	27 th
14	First Aid & CPR	HSE	44 th	Dr. Huma Tabassum (OH Consultant)	28 th & 29 th
15	Oracle BI 11g R1: Create Analysis and Dashboard.	IT/MIS	1 st (New)	Ms. Oranet	30 th April to 06 th May
Soft Skills					
16	Handling Difficult People (Cancelled)	SNGTI	09 th	Mr. Waqas M. Qureshi Chief Officer (T&D)	6 th & 7 th
17	Business Communication – I		37 th	Mr. Mohammad Asim Dy. Chief Officer (T&D)	13 th & 14 th
18	Management Skills		8 th	Mr. Mohammad Asim Dy. Chief Officer (T&D)	21 st & 22 nd
19	Introduction to MS Excel		26 th	Mr. Abaid Azim Chief Officer (T&D)	28 th & 29 th
Guest Speaker					
20	Leadership Skills	SNGTI	06 th	Mr. Naseem Zafar C.E.O (Training Impact)	19 th & 20 th
Regional Training					
21	Construction of Gas Distribution Service Lines (Gujranwala / Gujrat)	SNGTI	06 th	Mr. Muhammad Ilyas Ex. GM (P)	20 th

Date	No. of Courses	Hall I	Hall II	Hall III	Hall IV
01.05.2015					
04.05.2015	3	29 TH EDP	Operation and Maintenance Manual – Metering Deptt.	Oracle BI 11g R1: Create Analysis and Dashboard.	
05.05.2015	3	29 TH EDP	Operation and Maintenance Manual – Metering Deptt.	Oracle BI 11g R1: Create Analysis and Dashboard.	
06.05.2015	3	29 TH EDP		Oracle BI 11g R1: Create Analysis and Dashboard.	Certification Course on P.E in Dist. (D 2513)
07.05.2015	3	29 TH EDP		Sales Procedure in CC & B	Certification Course on P.E in Dist. (D 2513)
08.05.2015	3	29 TH EDP		Sales Procedure in CC & B	Certification Course on P.E in Dist. (D 2513)
11.05.2015	3	29 TH EDP	UFG Controllable and Uncontrollable Factors	Sales Procedure in CC & B	
12.05.2015	3	29 TH EDP	UFG Controllable and Uncontrollable Factors	Sales Procedure in CC & B	
13.05.2015	3	29 TH EDP	Business Comm. I	Operation and Maintenance Manual – Billing Deptt.	
14.05.2015	4	29 TH EDP	Business Comm. I	Operation and Maintenance Manual – Billing Deptt.	Vocational Training Course for Fitters and Helpers
15.05.2015	2	29 TH EDP			Vocational Training Course for Fitters and Helpers
18.05.2015	3	29 TH EDP		Operation and Maintenance Manual – Sales Department	Certification Course on Welding (API 1104)
19.05.2015	4	29 TH EDP	Leadership Skills	Operation and Maintenance Manual – Sales Department	Certification Course on Welding (API 1104)
20.05.2015	4	29 TH EDP	Leadership Skills	Job Completion Report	Certification Course on Welding (API 1104)
21.05.2015	4	29 TH EDP	Management Skills	Job Completion Report	Certification Course on Welding (API 1104)
22.05.2015	3	29 TH EDP	Management Skills		Certification Course on Welding (API 1104)
25.05.2015	3	29 TH EDP	30 TH EDP	Oracle Purchasing Module	
26.05.2015	3	29 TH EDP	30 TH EDP	Oracle Purchasing Module	
27.05.2015	3	29 TH EDP	30 TH EDP		Fire Prevention
28.05.2015	3	30 TH EDP	First Aid & CPR	Introduction to MS Excel	
29.05.2015	3	30 TH EDP	First Aid & CPR	Introduction to MS Excel	