



SNGTI TRAINING SCHEDULE-SEPTEMBER2016



Sr.#	Course Title	Sponsor Dept	Session	Trainers	Dates
1	Oracle Financial Accounts Payable	IT/MIS	12 th	Mr. Ghulam Abbas Officer (Ops) Gr-III	1 st & 2 nd
2	Gas Measurement Techniques	Metering	14 th	Mr. Faisal Ali Sadiq Sr. Engr. (Metering)	1 st & 2 nd
3	Urdu Drafting	IT/MIS	14 th	Mr. Khalid Mahmood Sr. Officer (IT/MIS)	5 th & 6 th
4	UFG controllable and Uncontrollable Factors	SNGTI	31 st	Mr. Jehanzeb Khan Sr. Engr. (UFG)	5 th & 6 th
5	Fire Prevention	HSE	17 th	Mr. Hashim Exec. Engr. (HSE)	7 th
6	First Aid & CPR	HSE	60 th	Dr. Huma Tabassum (OH Consultant)	19 th & 20 th
7	Urdu Drafting	IT/MIS	15 th	Mr. Khalid Mahmood Sr. Officer (IT/MIS)	19 th & 20 th
8	Certification Course on Polyethylene in Distribution (D 2513)	SNGTI	38 th	Mr. Ahmad Saeed Dy. Chief Engr Lhr (D)	21 st to 23 rd
9	Achieving zero accident goal through proactive safety	HSE	3 rd	Mr. Sohail Shahzad Sr. Engr. (HSE)	26 th & 27 th
10	Certification Course on Welding (API 1104)	SNGTI	36 th	To be Appointed by GM (QA)	26 th to 30 th
11	Defensive Driving	HSE	16 th	Mr. Waheeb Ifthikar Exec. Engr. (HSE)	30 th
12	Customer Services	SNGTI	7 th	Mr. Usman Iftikhar Exe. Officer(T&D)	1 st & 2 nd
13	Six Sigma		2 nd	Mr. Asad Fawad Officer(T&D))	7 th
14	Customer Services		8 th	Mr. Usman Iftikhar Exe. Officer(T&D)	7 th & 8 th
15	Time & Stress Management		19 th	Mr. Asad Fawad Officer(T&D)	19 th & 20 th
16	Team Work		28 th	Mr. Waqas M. Qureshi Chief Officer(T&D))	21 st & 22 nd
17	Introduction to Ms Word		37 th	Mr. Ali Abbas Officer (Ops) Gr-III	21 st & 22 nd
18	Personal Effectiveness		1 st	Mr. Usman Iftikhar Exe. Officer(T&D)	26 th & 27 th
19	Introduction to MS Excel		39 th	Mr. Rafaqat Ali Officer (Ops) Gr-II	27 th & 28 th
20	Interpersonal Skills (Subordinates)		28 th	Mr. Waqas M. Qureshi Chief Officer(T&D)	28 th & 29 th
21	Principles of Management		2 nd	Mr. Usman Salim Officer(T&D)	29 th & 30 th