MANAGEMENT TRAINING & DEVELOPMENT PROGRAM

January to July 2022

PAKISTAN INSTITUTE OF MANAGEMENT
Ministry of Industries & Production
Government of Pakistan

PAKISTAN INSTITUTE OF MANAGEMENT
LEARNING AND DEVELOPMENT CALENDAR
(JANUARY to JULY 2022)

PIM is the pioneer in learning and development in Pakistan specializing in enhancing the caliber of the talent acquired by organizations. We know the pulse of the growing and complex needs of the market and develop programs to facilitate human capital to enhance excellence in their jobs. PIM now offers courses for the period January to July 2022.

KARACHI

DATE	COURSE TITLE	FACILITATOR	FEE (Rs)	DATE	COURSE TITLE	FACILITATOR	FEE (Rs)
Jan 03-04	TRAIN YOUR MIND: THINK POSITIVELY	Muhammad Rizwan	22,000	Jun 06-08	SKILLS IN GOAL SETTING AND WORK PLANNING	Khalid Hussain	29,000
Jan 10-11	BEHAVIOUR BASED SAFETY	Muhammad Ovais	22,000	Jun 06-10	MANAGEMENT COURSE FOR JUNIOR EXECUTIVES	Muhammad Ovais	29,000
Jan 10-11	HOW TO DEVELOP AND IMPLEMENT NEW INITIATIVES	Laiq Ur Rahman	22,000	Jun 13-14	SUPPLY CHAIN MANAGEMENT	Aslam Soni	22,000
Jan 17-18	CRITICAL THINKING & ANALYTICAL SKILLS	Muhammad Ovais	22,000	Jun 13-14	MODERN SECRETARIAL PRACTICES	Ruqaiya Fakhri	22,000
Jan 24-25	EFFECTIVE PURCHASE MANAGEMENT	Adeel Zeerak	22,000	Jun 20	THE EFFECTIVE BOARD SECRETARY	Nausheen Ahmad	23,000
Jan 24-25	ENTERPRISE RISK MANAGEMENT	Muhammad Ovais	22,000	Jun 20-21	MAINTENANCE MANAGEMENT WITH TPM	Muhammad Ovais	22,000
Jan 24-26	ADVANCED MS OFFICE	Aleem Habib	22,000	Jun 20-22	ADMINISTRATIVE PROCEDURES FOR GOVERNMENT OFFICIALS	Muneer Ahmed	29,000
Jan 24-26	FINANCE & ACCOUNTING FOR NON-FINANCIAL EXECUTIVES	M. Syed Ul Haque	29,000	Jun 20-22	TRAINING TECHNIQUES FOR TRAINERS	Khalid Hussain	29,000
Jan 26-27	E-LEADERSHIP	Muhammad Ovais	22,000	Jun 27-28	STRATEGY IMPLEMENTATION	M. Syed Ul Haque	24,000
Jan 31- Feb 1	CONFLICT MANAGEMENT	Visiting Faculty	22,000	Jul 04-05	MS PROJECT	Aleem Habib	22,000
Jan 31- Feb 4	CERTIFIED LEAN SIX SIGMA GREEN BELT	Muhammad Ovais	39,000	Jul 18-19	AGILE PROJECT MANAGEMENT WITH SCRUM	Aleem Habib	22,000
Feb 07-08	CIVIL SERVANTS (APPOINTMENT, PROMOTION AND TRANSFER) RULES 1973	Muneer Ahmed	24,000	Jul 25-26	NEGOTIATION SKILLS	Aslam Soni	22,000
Feb 09-10	CIVIL SERVANTS EFFICIENCY AND DISCIPLINE RULES 2020	Muneer Ahmed	24,000	Jul 25-27	FINANCE & ACCOUNTING FOR NON-FINANCIAL EXECUTIVES	M. Syed Ul Haque	29,000
Feb 14-15	CONTRACT MANAGEMENT	Adeel Zeerak	22,000	Jul 25-27	PRODUCTION OPERATIONS MANAGEMENT	Adeel Zeerak	29,000

LAHORE

DATE	COURSE TITLE	FACILITATOR	FEE (Rs)
Jan 03-05	MANAGING THE LEARNING AND DEVELOPMENT FUNCTION: FROM TNA TO ROTI (HALF DAY)	Visiting Faculty	22,000
Jan 05-07	PRINCIPLES OF GOOD MANAGEMENT (HALF DAY)	Aleem Habib	22,000
Jan 10-11	HOW DO EFFECTIVE MANAGERS ORGANIZE THEMSELVES	Khalid Hussain	22,000
Jan 10-11	EMOTIONAL INTELLIGENCE FOR WORKPLACE SUCCESS	Muhammad Rizwan	22,000
Jan 17-18	CONTRACT MANAGEMENT	Adeel Zeerak	22,000
Jan 24-25	INTERNAL FINANCIAL AUDITING AND RISK MANAGEMENT	Mian Ahmed Farhan	22,000
Jan 24-26	MARKETING AND SALES MASTER CLASS	Haseeb T. Hassan	39,000
Feb 03-04	SKILLS IN SUPERVISION	Laiq Ur Rahman	22,000
Feb 07-09	DATA ANALYSIS TECHNIQUES FOR EFFECTIVE DECISION MAKING	Khalid Hussain	29,000
Feb 07-10	COMMUNICATION MANNERISM: THE ART OF TECHNICAL WRITING (HALF DAY)	Muhammad Rizwan	27,000
Feb 08-10	FINANCE & ACCOUNTING FOR NON-FINANCIAL EXECUTIVES	M. Syed Ul Haque	29,000
Feb 14-15	NEGOTIATION SKILLS	Aslam Soni	22,000
Feb 14-15	TALENT MANAGEMENT	Visiting Faculty	22,000
Feb 14-15	HOW TO IMPROVE MORALE, MOTIVATION AND COMMITMENT	Aleem Habib	22,000
Feb 16-17	INTERNAL AUDITING FOR INTEGRATED MANAGEMENT SYSTEMS	Muhammad Rizwan	22,000
Feb 21-22	DASHBOARD REPORTING AND ADVANCED DATA ANALYSIS WITH MS EXCEL	Aleem Habib	22,000
Feb 21-22	HANDLING DIFFICULT PEOPLE	Asmat Batool	22,000
Feb 21-22	MAINTENANCE MANAGEMENT WITH TPM	Muhammad Ovais	22,000
Feb 21-22	SUPPLY CHAIN MANAGEMENT	Aslam Soni	22,000
Feb 23-24	PLANNING AND SCHEDULING WITH PRIMAVERA P6 V 18.8	Aleem Habib	22,000
Feb 23-24	CRITICAL THINKING & ANALYTICAL SKILLS	Muhammad Ovais	22,000
Feb 28- Mar 1	PERFORMANCE BASED MANAGEMENT	Muhammad Rizwan	22,000
Feb 28- Mar 4	MANAGEMENT COURSE FOR JUNIOR EXECUTIVES	Muhammad Ovais	29,000
Mar 07-09	EFFECTIVE LETTERS, REPORTS AND PRESENTATIONS	Asmat Batool	24,000
Mar 07-09	LEADER AS A COACH	Haseeb T. Hassan	35,000
Mar 07-09	DATA SCIENCE FOR DECISION MAKING	Aleem Habib	29,000
Mar 14-16	SKILLS IN GOAL SETTING AND WORK PLANNING	Khalid Hussain	29,000
Mar 24-25	ENHANCING LEADERSHIP SKILLS	Laiq Ur Rahman	22,000
Mar 24-25	E-LEADERSHIP	Muhammad Ovais	22,000
Mar 25-26	DEVELOPING FUTURE LEADERS FOR FINANCIAL INSTITUTIONS	Faisal Iqbal	22,000
Mar 28-29	EFFECTIVE PURCHASE MANAGEMENT	Adeel Zeerak	22,000
Mar 28-30	ADVANCED MS OFFICE	Aleem Habib	22,000
Mar 28-30	HUMAN RESOURCE MANAGEMENT	Asmat Batool	29,000
Mar 28-30	PROBLEM SOLVING AND DECISION MAKING SKILLS	Khalid Hussain	29,000

KARACHI (continued)

DATE	COURSE TITLE	FACILITATOR	FEE (Rs)
Feb 14-15	DEVELOPING MANAGERIAL COMPETENCIES	Khalid Hussain	22,000
Feb 14-15	RESILIENCE & PERSEVERANCE	Muhammad Ovais	22,000
Feb 21-22	STRATEGIC MANAGEMENT	M. Syed Ul Haque	24,000
Feb 21-23	IMPROVING PERSONAL EFFECTIVENESS	Khalid Hussain	29,000
Feb 21-25	WORKSHOP ON PROJECT MANAGEMENT	Laiq Ur Rahman	39,000
Feb 28-Mar 1	UNDERSTANDING PPRA RULES	Adeel Zeerak	22,000
Feb 28-Mar 3	DEVELOPMENT COURSE FOR SUPERVISORS (HALF DAY)	Aleem Habib	22,000
Feb 28-Mar 3	TEAMWORK: GETTING PEOPLE TO WORK TOGETHER (HALF DAY)	Aslam Soni	22,000
Mar 07-08	HOW DO EFFECTIVE MANAGERS ORGANIZE THEMSELVES	Khalid Hussain	22,000
Mar 07-08	STRESS MANAGEMENT	Muhammad Ovais	22,000
Mar 07-09	FINANCIAL ANALYSIS: CONCEPTS AND TECHNIQUES	M. Syed Ul Haque	29,000
Mar 14-15	EFFECTIVE PRESENTATION SKILLS	Asmat Batool	22,000
Mar 14-15	PROJECT MONITORING, EVALUATION & CONTROL	Laiq Ur Rahman	22,000
Mar 14-16	ADVANCED MS EXCEL	Aleem Habib	22,000
Mar 14-16	MANAGING THE LEARNING AND DEVELOPMENT FUNCTION: FROM TNA TO ROTI (HALF DAY)	Visiting Faculty	22,000
Mar 14-17	EFFECTIVE COMMUNICATION SKILLS (HALF DAY)	Aslam Soni	24,000
Mar 21-22	MANAGING WITH AUTHORITY AND INFLUENCE (HALF DAY)	Adeel Zeerak	22,000
Mar 21-22	NEGOTIATION SKILLS	Aslam Soni	22,000
Mar 21-22	SKILLS IN ADMINISTRATION	Aleem Habib	22,000
Mar 21-22	MANAGERIAL PSYCHOLOGY	Muhammad Ovais	22,000
Mar 28-30	BASICS OF BUSINESS ENGLISH	Ruqaiya Fakhri	29,000
May 09-10	CUSTOMER SERVICE EXCELLENCE	Adeel Zeerak	22,000
May 09-10	DEVELOPING EMPLOYEE PERFORMANCE MEASUREMENT AND KPI SYSTEM	Shehla Yasmeen	22,000
May 16-17	MANAGERIAL TRANSITION: FROM OPERATIONAL MANAGER TO STRATEGIC THINKER	M. Syed Ul Haque	24,000
May 16-17	TELEPHONE ETIQUETTE	Asiyeh Kashany	18,000
May 16-18	EFFECTIVE LETTERS, REPORTS AND PRESENTATIONS	Ruqaiya Fakhri	24,000
May 23-24	EFFECTIVE DELEGATING SKILLS (HALF DAY)	Adeel Zeerak	22,000
May 23-24	EMOTIONAL INTELLIGENCE FOR WORKPLACE SUCCESS	Muhammad Rizwan	22,000
May 23-25	DATA ANALYSIS TECHNIQUES FOR EFFECTIVE DECISION MAKING	Khalid Hussain	29,000
May 23-25	PRINCIPLES OF GOOD MANAGEMENT (HALF DAY)	Aleem Habib	22,000
May 30-31	ASSERTIVENESS SKILLS	Asmat Batool	22,000
May 30-31	SKILLS IN SUPERVISION	Laiq Ur Rahman	22,000
May 30-Jun 1	PROBLEM SOLVING AND DECISION MAKING SKILLS	Khalid Hussain	29,000
Jun 06-07	DASHBOARD REPORTING AND ADVANCED DATA ANALYSIS WITH MS EXCEL	Aleem Habib	22,000
Jun 06-07	ENHANCING LEADERSHIP SKILLS	Laiq Ur Rahman	22,000
Jun 06-08	HUMAN RESOURCE MANAGEMENT	Asmat Batool	29,000

PAKISTAN INSTITUTE OF MANAGEMENT
LEARNING AND DEVELOPMENT CALENDAR
(JANUARY to JULY 2022)

LAHORE

DATE	COURSE TITLE	FACILITATOR	FEE (Rs)
Mar 30-31	CUSTOMER SERVICE EXCELLENCE	Adeel Zeerak	22,000
May 09-10	BEHAVIOUR BASED SAFETY	Muhammad Ovais	22,000
May 11-12	DESIGN THINKING FOR INNOVATION	Muhammad Ovais	22,000
May 11-13	QUALITY ASSURANCE AND MANAGEMENT	Muhammad Rizwan	29,000
May 16-17	STRESS MANAGEMENT	Asmat Batool	22,000
May 16-17	UNDERSTANDING PPRA RULES	Adeel Zeerak	22,000
May 16-19	DEVELOPMENT COURSE FOR SUPERVISORS (HALF DAY)	Aleem Habib	22,000
May 16-19	EFFECTIVE COMMUNICATION SKILLS (HALF DAY)	Aslam Soni	24,000
May 18-19	MANAGING WITH AUTHORITY AND INFLUENCE (HALF DAY)	Adeel Zeerak	22,000
May 23-25	ADMINISTRATIVE PROCEDURES FOR GOVERNMENT OFFICIALS	Muneer Ahmed	29,000
May 23-25	BASICS OF BUSINESS ENGLISH	Muhammad Ovais	29,000
May 23-27	WORKSHOP ON PROJECT MANAGEMENT	Laiq Ur Rahman	39,000
May 30-31	CONFLICT MANAGEMENT	Shehla Yasmeen	22,000
May 30-31	ENTERPRISE RISK MANAGEMENT	Muhammad Ovais	22,000
May 30-31	INVENTORY MANAGEMENT & WAREHOUSING	Aslam Soni	22,000
May 30-31	SKILLS IN ADMINISTRATION	Aleem Habib	22,000
May 30- Jun 1	INTEGRATED HSE MANAGEMENT SYSTEM: ISO 14001 AND 45001	Muhammad Rizwan	29,000
Jun 02-03	TRAIN YOUR MIND: THINK POSITIVELY	Muhammad Rizwan	22,000
Jun 06-08	PRODUCTION OPERATIONS MANAGEMENT	Adeel Zeerak	29,000
Jun 06-09	TEAMWORK: GETTING PEOPLE TO WORK TOGETHER (HALF DAY)	Aslam Soni	22,000
Jun 13-14	DEVELOPING EMPLOYEE PERFORMANCE MEASUREMENT AND KPI SYSTEM	Shehla Yasmeen	22,000
Jun 13-14	MIND OPENERS FOR MANAGERS	Haseeb T. Hassan	34,000
Jun 13-15	IMPROVING PERSONAL EFFECTIVENESS	Khalid Hussain	29,000
Jun 13-17	CERTIFIED LEAN SIX SIGMA GREEN BELT	Muhammad Ovais	39,000
Jun 14-15	STRATEGIC MANAGEMENT	M. Syed Ul Haque	24,000
Jun 20-21	FINANCIAL MANAGEMENT	Aslam Soni	22,000
Jun 20-22	ADVANCED MS EXCEL	Aleem Habib	22,000
Jun 27-28	ASSERTIVENESS SKILLS	Asmat Batool	22,000
Jun 27-29	DEVELOPING MANAGERIAL COMPETENCIES	Khalid Hussain	22,000
Jun 27-29	DEVELOPING ORGANIZATIONAL POLICIES AND PROCEDURES (HALF DAY)	Shehla Yasmeen	22,000
Jun 29-30	ORGANIZING STRATEGIES: TRAINING YOUR BRAIN FOR BIGGER & BETTER IDEAS	Haseeb T. Hassan	35,000
Jun 29-30	EFFECTIVE PRESENTATION SKILLS	Asmat Batool	22,000
Jun 30- Jul 1	PROJECT MONITORING, EVALUATION & CONTROL	Laiq Ur Rahman	22,000
Jul 04-05	PROCEDURES OF CONDUCTING EMPLOYEE ENQUIRIES	Shehla Yasmeen	22,000
Jul 19-21	FINANCIAL ANALYSIS: CONCEPTS AND TECHNIQUES	M. Syed Ul Haque	29,000
Jul 20-21	MANAGING MULTIPLE PROJECT	Laiq Ur Rahman	22,000
Jul 21-22	HOW TO DEVELOP AND IMPLEMENT NEW INITIATIVES	Laiq Ur Rahman	22,000
Jul 25-26	HOW DO EFFECTIVE MANAGERS ORGANIZE THEMSELVES	Khalid Hussain	22,000

ISLAMABAD

DATE	COURSE TITLE	FACILITATOR	FEE (Rs)
Jan 03-07	MANAGEMENT COURSE FOR JUNIOR EXECUTIVES	Muhammad Ovais	29,000
Jan 10-11	MANAGEMENT IN THE AGE OF ARTIFICIAL INTELLIGENCE	Muhammad Rizwan	22,000
Jan 17-18	MODERN SECRETARIAL PRACTICES	Asmat Batool	22,000
Jan 17-18	NEGOTIATION SKILLS	Aslam Soni	22,000
Jan 19-20	SKILLS IN ADMINISTRATION	Aleem Habib	22,000
Jan 24-26	HUMAN RESOURCE MANAGEMENT	Asmat Batool	29,000
Jan 24-26	ADMINISTRATIVE PROCEDURES FOR GOVERNMENT OFFICIALS	Muneer Ahmed	29,000
Jan 27-28	PERFORMANCE MANAGEMENT SYSTEM AND APPRAISAL TECHNIQUES	Mian Tariq	22,000
Jan 31-Feb 1	FINANCIAL MANAGEMENT	Aslam Soni	22,000
Jan 31-Feb 2	PROBLEM SOLVING AND DECISION MAKING SKILLS	Khalid Hussain	29,000

ISLAMABAD

DATE	COURSE TITLE	FACILITATOR	FEE (Rs)
Feb 07-08	MANAGERIAL PSYCHOLOGY	Muhammad Ovais	22,000
Feb 07-09	ADVANCED MS EXCEL	Aleem Habib	22,000
Feb 09-10	ASSERTIVENESS SKILLS	Asmat Batool	22,000
Feb 10-11	HOW TO DEVELOP AND IMPLEMENT NEW INITIATIVES	Laiq Ur Rahman	22,000
Feb 14-16	EFFECTIVE LETTERS, REPORTS AND PRESENTATIONS	Asmat Batool	24,000
Feb 16-18	PRINCIPLES OF GOOD MANAGEMENT (HALF DAY)	Aleem Habib	22,000
Feb 17-18	ENHANCING LEADERSHIP SKILLS	Laiq Ur Rahman	22,000
Feb 21-23	LEADER AS A COACH	Haseeb T. Hassan	35,000
Feb 24-26	INTEGRATED HSE MANAGEMENT SYSTEM: ISO 14001 AND 45001	Muhammad Rizwan	29,000
Feb 28-Mar 1	STRESS MANAGEMENT	Asmat Batool	22,000
Feb 28-Mar 2	TRAINING TECHNIQUES FOR TRAINERS	Khalid Hussain	29,000
Mar 03-04	EMPLOYEE ENGAGEMENT: BEYOND SATISFACTION	Visiting Faculty	22,000
Mar 07-09	TAXATION LAWS OF PAKISTAN	M. Abid	29,000
Mar 09-10	MIND OPENERS FOR MANAGERS	Haseeb T. Hassan	34,000
Mar 14-18	CERTIFIED LEAN SIX SIGMA GREEN BELT	Muhammad Ovais	39,000
Mar 17-18	DEVELOPING MANAGERIAL COMPETENCIES	Khalid Hussain	22,000
Mar 21-22	CREATING ORGANIZATIONAL EXCELLENCE	M. Syed Ul Haque	22,000
Mar 21-22	HANDLING DIFFICULT PEOPLE	Asmat Batool	22,000
Mar 24-25	DEVELOPING EMPLOYEE PERFORMANCE MEASUREMENT AND KPI SYSTEM	Visiting Faculty	22,000
Mar 28-29	SUPPLY CHAIN MANAGEMENT	Aslam Soni	22,000
Mar 28-Apr 1	WORKSHOP ON PROJECT MANAGEMENT	Laiq Ur Rahman	39,000
Mar-30	COMPANY SECRETARY MASTER CLASS	Nausheen Ahmad	23,000
May 09-10	ANALYZING & VISUALIZING DATA WITH POWER BI TOOLS	Aleem Habib	22,000
May 09-11	IMPROVING PERSONAL EFFECTIVENESS	Khalid Hussain	29,000
May 09-12	TEAMWORK: GETTING PEOPLE TO WORK TOGETHER (HALF DAY)	Aslam Soni	22,000
May 16-17	HOW DO EFFECTIVE MANAGERS ORGANIZE THEMSELVES	Khalid Hussain	22,000
May 19-20	PROJECT MONITORING, EVALUATION & CONTROL	Laiq Ur Rahman	22,000
May 23-24	EFFECTIVE PRESENTATION SKILLS	Asmat Batool	22,000
May 23-25	DEVELOPING ORGANIZATIONAL POLICIES AND PROCEDURES (HALF DAY)	Shehla Yasmeen	22,000
May 25-27	FINANCE & ACCOUNTING FOR NON-FINANCIAL EXECUTIVES	M. Syed Ul Haque	29,000
Jun 02-03	HOW TO IMPROVE MORALE, MOTIVATION AND COMMITMENT	Aleem Habib	22,000
Jun 02-03	INTERNAL AUDITING FOR INTEGRATED MANAGEMENT SYSTEMS	Muhammad Rizwan	22,000
Jun 06-09	COMMUNICATION MANNERISM: THE ART OF TECHNICAL WRITING (HALF DAY)	Muhammad Rizwan	27,000
Jun 13-15	ADVANCED MS OFFICE	Aleem Habib	22,000
Jun 15-16	FRAUD EXAMINATION, RISK MANAGEMENT AND GOVERNANCE	Amir Nouman	24,000
Jun 20-21	CONTRACT MANAGEMENT	Adeel Zeerak	22,000
Jun 22-24	BASICS OF BUSINESS ENGLISH	Muhammad Ovais	29,000
Jun 23-24	SKILLS IN SUPERVISION	Laiq Ur Rahman	22,000
Jun 27-28	UNDERSTANDING PPRA RULES	Adeel Zeerak	22,000
Jun 27-30	EFFECTIVE COMMUNICATION SKILLS (HALF DAY)	Aslam Soni	24,000
Jun 29-30	RESILIENCE & PERSEVERANCE	Muhammad Ovais	22,000
Jul 04-06	DATA ANALYSIS TECHNIQUES FOR EFFECTIVE DECISION MAKING	Khalid Hussain	29,000
Jul 04-06	QUALITY ASSURANCE AND MANAGEMENT	Muhammad Rizwan	29,000
Jul 18-20	PROBLEM SOLVING AND DECISION MAKING SKILLS	Khalid Hussain	29,000
Jul 18-19	ASSERTIVENESS SKILLS	Asmat Batool	22,000
Jul 20-21	CONFLICT MANAGEMENT	Shehla Yasmeen	22,000
Jul 20-21	E-LEADERSHIP	Muhammad Ovais	22,000
Jul 25-26	MODERN SECRETARIAL PRACTICES	Asmat Batool	22,000
Jul 25-26	DASHBOARD REPORTING AND ADVANCED DATA ANALYSIS WITH MS EXCEL	Aleem Habib	22,000

PAKISTAN INSTITUTE OF MANAGEMENT
CATEGORY Wise COURSES
(JANUARY to JULY 2022)

COMMUNICATION

Course	Date	City	Fee (Rs)
BASICS OF BUSINESS ENGLISH	Mar 28-30 / May 23-24 / Jun 22-23	Karachi / Lahore / Islamabad	29,000
COMMUNICATION MANNERISM: THE ART OF TECHNICAL WRITING (HALF DAY)	Feb 07-10 / Jun 06-09	Lahore / Islamabad	27,000
EFFECTIVE COMMUNICATION SKILLS (HALF DAY)	Mar 14-17 / May 16-19 / Jun 27-30	Karachi / Lahore / Islamabad	24,000
EFFECTIVE LETTERS, REPORTS AND PRESENTATIONS	Feb 14-16 / Mar 07-09 / May 16-18	Islamabad / Lahore / Karachi	24,000
EFFECTIVE PRESENTATION SKILLS	Mar 14-15 / Jun 29-30 / May 23-24	Karachi / Lahore / Islamabad	22,000
TELEPHONE ETIQUETTE	May 16-17	Karachi	18,000

FINANCE AND AUDITING

Course	Date	City	Fee (Rs)
FINANCE AND ACCOUNTING FOR NON-FINANCIAL EXECUTIVES	Jan 24-26 / Feb 08-10 / May 25-27 / Jul 25-27	Karachi / Lahore / Islamabad / Karachi	29,000
FINANCIAL ANALYSIS: CONCEPTS AND TECHNIQUES	Mar 07-09 / Jul 19-21	Karachi / Lahore	29,000
FINANCIAL MANAGEMENT	Jan 31-Feb 1 / Jun 20-21	Islamabad / Lahore	22,000
FRAUD EXAMINATION, RISK MANAGEMENT AND GOVERNANCE	Jun 15-16	Islamabad	24,000
INTERNAL FINANCIAL AUDITING AND RISK MANAGEMENT	Jan 24-25	Lahore	22,000

GENERAL MANAGEMENT

Course	Date	City	Fee (Rs)
DATA ANALYSIS TECHNIQUES FOR EFFECTIVE DECISION MAKING	Feb 07-09 / May 23-25 / Jul 04-06	Lahore / Karachi / Islamabad	29,000
DATA SCIENCE FOR DECISION MAKING	Mar 07-09	Lahore	29,000
DESIGN THINKING FOR INNOVATION	May 11-12	Lahore	22,000
DEVELOPING MANAGERIAL COMPETENCIES	Feb 14-15 / Mar 17-18 / Jun 27-29	Karachi / Islamabad / Lahore	22,000
DEVELOPMENT COURSE FOR SUPERVISORS (HALF DAY)	Feb 28-Mar 3 / May 16-19	Karachi / Lahore	22,000
EFFECTIVE DELEGATING SKILLS (HALF DAY)	May 23-24	Karachi	22,000
E-LEADERSHIP	Jan 26-27 / Mar 24-25 / Jul 20-21	Karachi / Lahore / Islamabad	22,000
EMOTIONAL INTELLIGENCE FOR WORKPLACE SUCCESS	Jan 10-11 / May 23-24	Lahore / Karachi	22,000
HOW DO EFFECTIVE MANAGERS ORGANIZE THEMSELVES	Jan 10-11 / Mar 07-08 / May 16-17 / Jul 21-22	Lahore / Karachi / Islamabad / Lahore	22,000
HOW TO DEVELOP AND IMPLEMENT NEW INITIATIVES	Jan 10-11 / Feb 10-11 / Jul 18-19	Karachi / Islamabad / Lahore	22,000
HOW TO IMPROVE MORALE, MOTIVATION AND COMMITMENT	Feb 14-15 / Jun 02-03	Lahore / Islamabad	22,000
MANAGEMENT COURSE FOR JUNIOR EXECUTIVES	Jan 03-07 / Feb 28-Mar 4 / Jun 06-10	Islamabad / Lahore / Karachi	29,000
MANAGEMENT IN THE AGE OF ARTIFICIAL INTELLIGENCE	Jan 10-11	Islamabad	22,000

GENERAL MANAGEMENT (continued)

Course	Date	City	Fee (Rs)
MANAGING WITH AUTHORITY AND INFLUENCE (HALF DAY)	Mar 21-22 / May 18-19	Karachi / Lahore	22,000
PROBLEM SOLVING AND DECISION MAKING SKILLS	Jan 31-Feb 2 / Mar 28-30 / May 30-Jun 1 / Jul 18-20	Islamabad / Lahore / Karachi / Islamabad	29,000
MIND OPENERS FOR MANAGERS	Mar 09-10 / Jun 13-14	Islamabad / Lahore	34,000
MODERN SECRETARIAL PRACTICES	Jan 17-18 / Jun 13-14 / Jul 25-26	Islamabad / Karachi / Islamabad	22,000
PRINCIPLES OF GOOD MANAGEMENT (HALF DAY)	Jan 05-07 / Feb 16-18 / May 23-25	Lahore / Islamabad / Karachi	22,000
PERFORMANCE BASED MANAGEMENT	Feb 28-Mar 1	Lahore	22,000
SKILLS IN ADMINISTRATION	Jan 19-20 / Mar 21-22 / May 30-31	Islamabad / Karachi / Lahore	22,000
SKILLS IN GOAL SETTING AND WORK PLANNING	Mar 14-16 / Jun 06-08	Lahore / Karachi	29,000
SKILLS IN SUPERVISION	Feb 03-04 / May 30-31 / Jun 23-24	Lahore / Karachi / Islamabad	22,000
TEAMWORK: GETTING PEOPLE TO WORK TOGETHER (HALF DAY)	Feb 28-Mar 3 / May 09-12 / Jun 06-09	Karachi / Islamabad / Lahore	22,000

HUMAN RESOURCE MANAGEMENT

Course	Date	City	Fee (Rs)
DEVELOPING EMPLOYEE PERFORMANCE MEASUREMENT AND KPI'S SYSTEM	Mar 24-25 / May 09-10 / Jun 13-14	Islamabad / Karachi / Lahore	22,000
DEVELOPING ORGANIZATIONAL POLICIES AND PROCEDURES (HALF DAY)	May 23-25 / Jun 27-29	Islamabad / Lahore	22,000
EMPLOYEE ENGAGEMENT: BEYOND SATISFACTION	Mar 03-04	Islamabad	22,000
HUMAN RESOURCE MANAGEMENT	Jan 24-26 / Mar 28-30 / Jun 06-08	Islamabad / Lahore / Karachi	29,000
MANAGING THE LEARNING AND DEVELOPMENT FUNCTION: FROM TNA TO ROTI (HALF DAY)	Jan 03-05 / Mar 14-16	Lahore / Karachi	22,000
PERFORMANCE MANAGEMENT SYSTEM AND APPRAISAL TECHNIQUES	Jan 27-28	Islamabad	22,000
PROCEDURES OF CONDUCTING EMPLOYEE INQUIRIES	Jul 04-05	Lahore	22,000
TALENT MANAGEMENT	Feb 14-15	Lahore	22,000
TRAINING TECHNIQUES FOR TRAINERS	Feb 28-Mar 2 / Jun 20-22	Islamabad / Karachi	29,000

INFORMATION TECHNOLOGY

Course	Date	City	Fee (Rs)
ADVANCED MS EXCEL	Feb 07-09 / Mar 14-16 / Jun 20-22	Islamabad / Karachi / Lahore	22,000
ADVANCED MS OFFICE	Jan 24-26 / Mar 28-30 / Jun 13-15	Karachi / Lahore / Islamabad	22,000
ANALYZING AND VISUALIZING DATA WITH POWER BI TOOLS	May 09-10	Islamabad	22,000
DASHBOARD REPORTING AND ADVANCED DATA ANALYSIS WITH MS EXCEL	Feb 21-22 / Jun 06-07 / Jul 25-26	Lahore / Karachi / Islamabad	22,000

PAKISTAN INSTITUTE OF MANAGEMENT
CATEGORY WISE COURSES
(JANUARY to JULY 2022)

LAWS AND TAXATION	DATE	CITY	FEE (Rs)
ADMINISTRATIVE PROCEDURES FOR GOVERNMENT OFFICIALS	Jan 24-26	Islamabad	29,000
	May 23-25	Lahore	
	Jun 20-22	Karachi	
CIVIL SERVANTS (APPOINTMENT, PROMOTION AND TRANSFER) RULES 1973	Feb 07-08	Karachi	24,000
CIVIL SERVANTS EFFICIENCY AND DISCIPLINE RULES 2020	Feb 09-10	Karachi	24,000
TAXATION LAWS OF PAKISTAN	Mar 07-09	Islamabad	29,000
THE EFFECTIVE BOARD SECRETARY	Jun 20	Karachi	23,000
UNDERSTANDING PPRA RULES	Feb 28-Mar 1	Karachi	22,000
	May 16-17	Lahore	
	Jun 27-28	Islamabad	

LEADERSHIP AND STRATEGIC MANAGEMENT	DATE	CITY	FEE (Rs)
CREATING ORGANIZATIONAL EXCELLENCE	Mar 21-22	Islamabad	22,000
DEVELOPING FUTURE LEADERS FOR FINANCIAL INSTITUTIONS	Mar 25-26	Lahore	22,000
ENHANCING LEADERSHIP SKILLS	Feb 17-18	Islamabad	22,000
	Mar 24-25	Lahore	
	Jun 06-07	Karachi	
LEADER AS A COACH	Feb 21-23	Islamabad	35,000
	Mar 07-09	Lahore	
MANAGERIAL TRANSITION: FROM OPERATIONAL MANAGER TO STRATEGIC THINKER	May 16-17	Karachi	24,000
STRATEGIC MANAGEMENT	Feb 21-22	Karachi	24,000
	Jun 14-15	Lahore	
STRATEGY IMPLEMENTATION	Jun 27-28	Karachi	24,000

MARKETING AND SALES MANAGEMENT	DATE	CITY	FEE (Rs)
CUSTOMER SERVICE EXCELLENCE	Mar 30-31	Lahore	22,000
	May 09-10	Karachi	
MARKETING AND SALES MASTER CLASS	Jan 24-26	Lahore	39,000

PROJECT MANAGEMENT	DATE	CITY	FEE (Rs)
AGILE PROJECT MANAGEMENT WITH SCRUM	Jul 18-19	Karachi	22,000
CONTRACT MANAGEMENT	Jan 17-18	Lahore	22,000
	Feb 14-15	Karachi	
	Jun 20-21	Islamabad	
MANAGING MULTIPLE PROJECTS	Jul 20-21	Lahore	22,000
MS PROJECT	Jul 04-05	Karachi	22,000
PLANNING AND SCHEDULING WITH PRIMAVERA P6 V18.8	Feb 23-24	Lahore	22,000
PROJECT MONITORING, EVALUATION AND CONTROL	Mar 14-15	Karachi	22,000
	May 19-20	Islamabad	
	Jun 30-Jul 1	Lahore	
WORKSHOP ON PROJECT MANAGEMENT	Feb 21-25	Karachi	39,000
	Mar 28-Apr 1	Islamabad	
	May 23-27	Lahore	

SAFETY AND SECURITY	DATE	CITY	FEE (Rs)
BEHAVIOUR BASED SAFETY	Jan 10-11	Karachi	22,000
	May 09-10	Lahore	

SOFT SKILLS	DATE	CITY	FEE (Rs)
ASSERTIVENESS SKILLS	Feb 09-10	Islamabad	22,000
	May 30-31	Karachi	

SOFT SKILLS	DATE	CITY	FEE (Rs)
ASSERTIVENESS SKILLS	Jun 27-28	Lahore	22,000
	Jul 18-19	Islamabad	
COMPANY SECRETARY MASTER CLASS	Mar 30	Islamabad	23,000
CONFLICT MANAGEMENT	Jan 31-Feb 1	Karachi	22,000
	May 30-31	Lahore	
	Jul 20-21	Islamabad	
CRITICAL THINKING & ANALYTICAL SKILLS	Jan 17-18	Karachi	22,000
	Feb 23-24	Lahore	
HANDLING DIFFICULT PEOPLE	Feb 21-22	Lahore	22,000
	Mar 21-22	Islamabad	
IMPROVING PERSONAL EFFECTIVENESS	Feb 21-23	Karachi	29,000
	May 09-11	Islamabad	
	Jun 13-15	Lahore	
NEGOTIATION SKILLS	Jan 17-18	Islamabad	22,000
	Feb 14-15	Lahore	
	Mar 21-22	Karachi	
	Jul 25-26	Karachi	
ORGANIZING STRATEGIES: TRAINING YOUR BRAIN FOR BIGGER AND BETTER IDEAS	Jun 29-30	Lahore	35,000
MANAGERIAL PSYCHOLOGY	Feb 07-08	Islamabad	22,000
	Mar 21-22	Karachi	
RESILIENCE & PERSEVERANCE	Feb 14-15	Karachi	22,000
	Jun 29-30	Islamabad	
STRESS MANAGEMENT	Feb 28-Mar 1	Islamabad	22,000
	Mar 07-08	Karachi	
	May 16-17	Lahore	
TRAIN YOUR MIND: THINK POSITIVELY	Jan 03-04	Karachi	22,000
	Jun 02-03	Lahore	

SUPPLY CHAIN, OPERATIONS AND QUALITY MANAGEMENT	DATE	CITY	FEE (Rs)
CERTIFIED LEAN SIX SIGMA GREEN BELT	Jan 31-Feb 4	Karachi	39,000
	Mar 14-18	Islamabad	
	Jun 13-17	Lahore	
EFFECTIVE PURCHASE MANAGEMENT	Jan 24-25	Karachi	22,000
	Mar 28-29	Lahore	
INTEGRATED HSE MANAGEMENT SYSTEMS: ISO 14001 AND 45001 (NEW)	Feb 24-26	Islamabad	29,000
	May 30-Jun 1	Lahore	
INTERNAL AUDITING FOR INTEGRATED MANAGEMENT SYSTEMS	Feb 16-17	Lahore	22,000
	Jun 02-03	Islamabad	
INVENTORY MANAGEMENT AND WAREHOUSING	May 30-31	Lahore	29,000
MAINTENANCE MANAGEMENT WITH TPM	Feb 21-22	Lahore	22,000
	Jun 20-21	Karachi	
PRODUCTION OPERATIONS MANAGEMENT	Jun 06-08	Lahore	29,000
	Jul 25-27	Karachi	
QUALITY ASSURANCE AND MANAGEMENT	May 11-13	Lahore	29,000
	Jul 04-06	Islamabad	
SUPPLY CHAIN MANAGEMENT	Feb 21-22	Lahore	22,000
	Mar 28-29	Islamabad	
	Jun 13-14	Karachi	

RISK MANAGEMENT	DATE	CITY	FEE (Rs)
ENTERPRISE RISK MANAGEMENT	Jan 24-25	Karachi	22,000
	May 30-31	Lahore	

OTHER OFFERINGS OF PIM

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With over six decades of proven experience in the management development field, PIM is in a unique position to provide solutions to all organizational problems and challenges.

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Please contact: pimmarketing@pim.com.pk

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