

Public Training Calendar 2024

*As of 18th March 2024

We believe in the **Continuous Pursuit** of Learning.

"Mastery, Responsibility, Support"



2024												
NO	COURSES	LOCATION	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
SAFE DRIVING & VEHICLE HANDLING TRAINING SERIES												
1.	Effective Defensive Driving & Vehicle Handling Skills – 2 days (Competency Training Programme)	KUCHING	25-26		6-7 27-28 29-30		9-10 11-12	26-27	12-13	21-22	11-12 13-14	
		SIBU			9-10 23-24		15-16	29-30		24-25	7-8	
		BINTULU			13-14 20-21		18-19		2-3 9-10	28-29	4-5	
		MIRI			16-17				5-6	31/10-1/11		
2.	4x4 Off Road Driving Skills Training – 2 days	KUCHING		1-2		6-7		19-20 21-22	23-24	14-15 16-17	18-19	9-10 11-12
		SIBU		4-5		10-11 27-28		1-2 15-16	26-27	10-11	21-22	5-6
		BINTULU		18-19		13-14 24-25		5-6 12-13	30/9-1/10 7-8/10		25-26	2-3
		MIRI		15-16		20-21		8-9		3-4	28-29	
3.	Effective Vehicle Inspection & Maintenance – 2 days	KUCHING	27				30					

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NO	COURSES	LOCATION	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT
Essential Learning Training Series									
6.	Coaching Skills for Leaders & Managers – 2 days	KUCHING				12-13			
7.	Effective Administrative Skills & Duties – 1 day	KUCHING	27						
8.	Critical Thinking & Creative Problem Solving – 2 days	KUCHING							8-9
9.	Effective Presentation Skills – 1 day	KUCHING				11			
MRS Annual Secretary & Administrative Professional Conference 2024									
10.	New Age Communication Mastery – 1 day	KUCHING		23					
		KUALA LUMPUR			13				
11.	MRS Annual Secretary & Administrative Professional Conference 2024	KUCHING		24-25					
		KUALA LUMPUR			14-15				
12.	Maximizing ChatGPT for Admin Professionals – 1 day	KUCHING		26					
		KUALA LUMPUR			16				
MRS Specialty Courses – Microsoft, ChatGPT & AI									
13.	Cybersecurity Essentials – 2 days	KUCHING		3-4					
14.	*Fundamentals of Microsoft, ChatGPT & Generative AI – 2 days	KUCHING				27-28			

*Exact Dates are subject to confirmation

**More training programs shall be added from time to time

Do check out our website regularly for the latest update



Deliver Results Quality Trainers & Materials Resourceful



Scan the QR Code to access our public training calendar on our website:

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