ELITC ...your first stop in employee training

TRAINING SCHEDULE
JAN - JUN 2024

Competency Module	Code	Duration (Hours)	Course Fee (inclusive of 9% GST)	Course Dates					
				Jan	Feb	Mar	Apr	May	Jun
Certificate Level - Soft Skills									
Coaching Skills	CS	12	$272.50	-	5, 6	-	8, 9	-	3, 4
Section Leader Course	SLC	16	$305.20	4, 5	-	7, 8	-	20, 21	-
Statistical Quality Control	SQC	16	$305.20	-	1, 2	-	15, 16	-	5, 6
Apply Innovation in the Workplace	AIW	12	$272.50	-	19, 20	-	22, 23	-	18, 19
Follow Good Manufacturing Practices	FGMP	7	$163.50	3	-	6	-	29	-
Workplace Adaptability & Stress Management	WASM	8	$228.90	-	1	-	17	-	7
Adapt to Change *customization is available with additional customization fee of $100 per	AC	14	$327	15, 16	-	11, 12	-	2, 3	-
Diversity and Inclusivity in the Workplace	DIW	14	$436	18, 19	-	13, 14	-	9, 10	-
Certificate Level - Technical Skills									
Apply Biomedical Products Assembly Skills	ABPAS	16	$327	-	20, 21	-	25, 26	-	10, 11
Basic Technical Skills	BTS	15	$283.40	-	22, 23	-	29,30	-	12, 13
Electrical Installation and Machine Maintenance	EIMM	16	$381.50	17, 18	-	13, 14	-	8, 9	-
Engineering Drawing Interpretation	EDI	16	$327	23, 24	-	18, 19	-	15, 16	-
Interpretation of Electrical Wiring	IEW	8	$305.20	-	28	-	24	-	14
Lead Free Soldering Skills	SS	12	$272.50	29, 30	-	4, 5	-	23, 24	-
Plumbing Design and Fundamentals	PDF	8	$305.20	-	29	-	3	-	26
Use Hand Tools	UHT	12	$272.50	25, 26	-	21, 22	-	17	-
Operate Basic Measuring Devices	OBMD	12	$272.50	18, 19	-	19, 20	-	27, 28	-
Perform Adjustment and Measurement on Automation Devices	PAMAD	12	$272.50	-	26, 27	-	1, 2	-	24, 25
Perform Warehouse Operations	PWO	12	$272.50	-	1, 2	-	3, 4	-	26, 27
Optimizing Performance with AI: ChatGPT and Smart Decision-Making with Data Analysis Demystified Module 1: Harnessing ChatGPT and AI for Enhanced Professional Content Creation	OPAI-M1	3.5	$114.45	17	-	27	-	10	-
Optimizing Performance with AI: ChatGPT and Smart Decision-Making with Data Analysis Demystified Module 2: Unlocking Potential: AI-Driven Data Analysis and Decision-Making	OPAI-M2	3.5	$114.45	17	-	27	-	10	-
Career Launchpad Master Resume Writing & Interviews with ChatGPT (Synchronous E-Learning)	MRWI	4	$119.90	15	-	25	-	6	-
Advance Certificate Level - Soft Skills									
Supervise Teams at Work	STW	`15	$392.40	-	5, 6	-	11, 12	-	13, 14
Supervise Quality Procedures	SQP	16	$392.40	22, 23	-	25, 26	-	6, 7	-
Technical Report Writing and Presentation	TR	14	$305.20	-	1, 2	-	23, 24	-	3, 4
Implement Good Documentation Practices	IGDP	7	$163.50	31	-	1	-	13, 14	-
Apply Basic Engineering Mathematics at Work	ABEM	21	$414.20	-	26, 27, 28	-	24, 25, 26	-	5, 6, 7

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Advance Certificate Level - Technical Skills									
Apply Control Circuits Diagnostic Skills	ACCDS	21	$523.20	-	26, 27, 28	-	1, 2, 3	-	19, 20, 21
Apply Electronic Circuits Diagnostic Skills	AECDS	21	$381.50	8, 9, 10	-	27, 28, 29	-	29, 30, 31	-
Perform PLC Programming Module 1: Simple PLC Operations	PLC-M1	14	$370.60	-	20, 21	-	22, 23	-	24, 25
Perform PLC Programming Module 2: PLC Applications	PLC-M2	14	$414.20	-	22, 23	-	24, 25	-	26, 27
Diploma Level									
Apply Management Level Planning Skills	AMLPS	16	$425.10	-	1, 2	-	4, 5	-	6, 7
Apply Project Management Skills	APMS	24	$643.10	15, 16, 17	-		-	6, 7, 8	-
Manage Process Improvement	MPI	18	$479.60	-	5, 6, 7	-	17, 18, 19	-	18, 19, 20
Manage Problems and Make Decisions in a Technical Environment	MPMDTE	18	$784.80	-	21, 22, 23	-	22, 23, 24	-	25, 26, 27

• For other course dates, kindly call Electronics Industries Training Centre (ELITC) to enquire.

• Fees stated require minimum class size of 10 participants.

• Fees stated are non-member rate. For member rate, kindly call Electronics Industries Training Centre (ELITC) to enquire.

• A non-refundable registration fee of $20.00 is payable upon registration.

• All courses are conducted in English unless otherwise stated.

• All course schedules provided here are subjected to confirmation by Electronics Industries Training Centre (ELITC).

• All courses listed above except for the following are eligible for Union Training Assistance Programme (UTAP). NTUC members can enjoy up to 50% funding (capped at $250 per year) under UTAP.

1. Diversity and Inclusivity in the Workplace

2. Career Launchpad: Master Resume Writing & Interviews with ChatGPT (Synchronous E-Learning)

(ELITC reserves the right to cancel any classes due to unforeseen circumstances. In such cases, a full refund of fees will be made.)

For further information or registration form, please contact: Tel: 6483 2535 | E-mail: emarketing@elitc.com

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