



Short Courses

for working Class Professionals
this November and December, at the Unitech Campus...

#We look forward to receiving your application!

● Applied Mathematics for Secondary School Teachers

(14th - 29th November 2024)

The training cover topics on:

- > Applied Mathematics
- > Descriptive Statistics
- > Integration Techniques

The purpose of this training is to equip secondary school teachers with practical skills and knowledge in applied mathematics, enabling them to better teach and support their students in the classroom. The training will focus on developing problem-solving skills, critical thinking, and communication skills in mathematics

The training will use a combination of lectures, discussions, practical exercises, group work, presentations, and hands-on programming exercises.

TRAINERS:

- Dr. Mohsen Aghaeibookheili
 - John Lanta
 - Boas Andrews
- Duration: 2 weeks
Course Fee: K3,500.00

● Specialized Research Methods Training

(17th - 29th November 2024)

Enhance your skills to effectively identify and address workplace challenges through research. Our program will empower you with the tools to collect and analyze data using the latest digital tools and the Statistical Package for Social Sciences (SPSS).

Key areas covered:

- Identifying workplace challenges through research
- Data collection using advanced digital tools
- Data analysis using SPSS
- Interpretation of analytical outputs
- Comprehensive reporting techniques

TRAINER:

Betty Tiko-Motoro

Duration: 2 Weeks

Course Fee: K1,200.00

● Purchasing & Inventory Management

(27th - 29th November 2024)

The Purchasing and Inventory Management course is designed to meet the dictates of the market place and support the company's strategic plan. The many changes in market demand, new opportunities due to worldwide marketing, global sourcing of materials, and new manufacturing technology, means many companies need to change their Purchasing and Inventory Management approach and change the process for Inventory Control.

TRAINER:

Matthew Kuusa
Duration: 3 Days
Course Fee: K1,500.00

● Occupational Health & Safety (OH&S) Training

(11th - 24th November 2024)

TRAINER:

Jack Yaro
Duration: 2 weeks
Course Fee: K7,000.00

This training covers Occupational Health, Safety and Risk Management Levels 1- 3. After completion of the training, participants are awarded with OHS and RM certificates levels 1, 2 and 3. The training places emphasis on workplace safety, especially on control and preventive methods required in the industries, as well as hazard identification, control and management.

BENEFITS:

- Effective Safety Non-engagement System
- Risk Assessment & Control
- Writing Effective Safety Plan in an Organization
- Formation of safety committee operations
- Effective Incident/accident investigation & Reporting
- Effective Hazard identification, Analyze & Control
- Effective Job Safety Analyses
- Safety Education, Instruction & training
- Workplace Safety Laws & Policies of Papua New Guinea
- Evaluating the Safety Management System
- Providing Safety Supervision & Training
- Effective Hazard Communication, & others...

● Accounting for Non-Accountant

(11th - 13th November 2024)

This course covers the nature of the accounting cycle, single and double entry system, financial statements overview, preparation and analysis of financial statements, users of accounting information and accounting techniques for enhancing decision making.

CONTENT:

- What is Accounting
- The Purpose of Accounting
- Source Documents
- The Accounting Equation
- How Businesses/ organizations use accounting information
- Recording Business Transactions in journals & posting to ledger accounts
- Extracting Trial Balance and preparation of Financial Statements
- Analysis of Financial Statements
- Using accounting techniques that aid decision-making including capital budgeting

TRAINER:

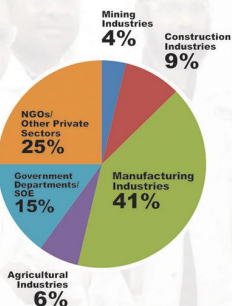
Matthew Kuusa
Duration: 3 Days
Course Fee: K1,500.00



To enquire for an application form, please do not hesitate to send us your request to joseph.boi@uel.com.pg | rodneymjofangke@uel.com.pg

NATIONAL ANALYTICAL & TESTING SERVICES

OUR MAJOR CLIENTS:



What we do:

Water testing for a variety of matrices including:

Sewage
Industrial effluents and waste
Drinking and Natural Waters

Variables include:
Bacteriological testing
Nutrients
Cyanide and
Drinking Water Quality
Compliance tests

★ We also conduct testing for:

- Soil
- Plants
- Agriculture
- Food
- Minerals
- Environment
- Pathology and
- Air quality



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