

**multi intitama indonesia**  
**JADWAL TRAINING TAHUN 2016**

	FEB	MAR	APR	MEI	JUN	JUL	AGUST	SEP	OKT	NOP	DES
<b>EKSPOR IMPOR</b>											
1. Prosedur Kepabeanan, Shipping Dan Pembayaran International Dalam Transaksi Ekspor - Impor	11 - 12		7 - 8		2 - 3			6 - 7		7 - 8	
2. Pemahaman Prosedur Ekspor - Impor Terpadu	15 - 16		14 - 15		6 - 7			15 - 16		15 - 16	
3. Pemahaman New Incoterms 2010 dan LC Dalam Transaksi Ekspor - Impor	27		23		11			17		19	
4. Customs Facility - Shipping Documents And Export Import Practice		7 - 8		12 - 13			4 - 5		6 - 7		1 - 2
5. Ekspor Impor Dan Kepabeanan Plus Visit Tanjung Priok		22 - 24		17 - 19			23 - 25		18 - 20		6 - 8
<b>HUMAN RESOURCES MANAGEMENT</b>											
1. Building And Assets Management	4 - 5		11 - 12		2 - 3			5 - 6		17 - 18	
2. Competency Based Performance Appraisal	4 - 5		7 - 8		2 - 3			8 - 9		3 - 4	
3. Mastering Excel 2007 Beyond For Office Data Processing System	11 - 12		7 - 8		1 - 2			8 - 9		16 - 17	
4. Comprehensive Compensation And Benefits Program	15 - 16		11 - 12		6 - 7			15 - 16		10 - 11	
5. Automasi Filing And Retentions For Record Management System	25 - 26		11 - 12		2 - 3			8 - 9		14 - 15	
6. Effective Communication Skills	25 - 26		14 - 15		6 - 7			1 - 2		7 - 8	
7. Leadership Skills for Front Liner	25 - 26		21 - 22		9 - 10			19 - 20		14 - 15	
8. Comprehensive Industrial Relation		7 - 8		3 - 4			4 - 5		3 - 4		1 - 2
9. Teknik Pembenahan Dan Penyusutan Dokumen Sesuai Peraturan Perundang-Undangan		7 - 8		16 - 17			11 - 12		17 - 18		8 - 9
10. Problem Solving And Decision Making		10 - 11		9 - 10			2 - 3		10 - 11		13 - 14
11. General Affairs Development Program		10 - 11		12 - 13			8 - 9		6 - 7		5 - 6
12. Practical Leadership Skills		21 - 22		26 - 27			15 - 16		17 - 16		15 - 16
13. Powerfull Data Analysis And Dashboard Reporting With Excel 2010		23 - 24		12 - 13			9 - 10		12 - 13		8 - 9
14. Security Management For Program Practice		23 - 24		16 - 17			11 - 12		13 - 14		8 - 9
15. Recruitment And Selection Based On Competency		23 - 24		19 - 20			18 - 19		20 - 21		19 - 20
<b>LOGISTIK</b>											
1. Advance Warehouse Management	11 - 12		6 - 7		2 - 3			14 - 15		9 - 10	
2. Manufacturing Planning Control	18 - 19		20 - 21		6 - 7			1 - 2		3 - 4	
3. Integrated And Effective Logistic Management	1 - 2		4 - 5		2 - 3			8 - 9		7 - 8	
4. Integrated Procurement Management	11 - 12		11 - 12		6 - 7			15 - 16		14 - 15	
5. Manajemen Transportasi Dan Distribusi	18 - 19		18 - 19		9 - 10			19 - 20		17 - 18	
6. Strategic Inventory Control Warehousing Best Practice And Case Study	25 - 26		25 - 26		16 - 17			22 - 23		21 - 22	
7. Inventory Planning And Stock Control For Spare Parts		14 - 15		10 - 11			10 - 11		10 - 11		7 - 8
8. Integrated And Effective Logistic Management Untuk Rumah Sakit		3 - 4		3 - 4			25 - 26		3 - 4		1 - 2
9. Material Skills Knowledge For Warehouse People		10 - 11		9 - 10			1 - 2		10 - 11		5 - 6
10. Perencanaan Distribusi Produk		14 - 15		16 - 17			8 - 9		13 - 14		8 - 9
11. Receiving And Warehousing		17 - 18		19 - 20			15 - 16		17 - 18		13 - 14
12. Transportation And Facility Decision In Supply Chain		21 - 22		23 - 24			22 - 23		20 - 21		15 - 16
13. Transportation Safety Management System		23 - 24		26 - 27			29 - 30		24 - 25		19 - 20
<b>ENGINEERING</b>											
1. Basic In Practice Mechanical Engineering	1 - 2		4 - 5		6 - 7			5 - 6		7 - 8	
2. Audit Dalam Manajemen Energi Listrik	3 - 5		6 - 8		1 - 3			7 - 9		2 - 4	
3. Advance Building Maintenance	4 - 5		7 - 8		2 - 3			1 - 2		3 - 4	
4. Industrial Process Control And Instrumentation	10 - 12		13 - 15		8 - 10			14 - 16		9 - 11	
5. Efektif Manajemen Proyek	11 - 12		14 - 15		9 - 10			8 - 9		10 - 11	
6. Integrated Pipeline Design, Operation Dan Maintenance	15 - 16		11 - 12		13 - 14			19 - 20		14 - 15	
7. Memahami Dasar – Dasar Pada Electrical Management	17 - 19		20 - 22		15 - 17			21 - 23		16 - 18	
8. Memahami Electrical Inspection Sesuai Standard K3	24 - 26		27 - 29		22 - 24			28 - 30		23 - 25	
9. Modern Maintenance By Means Of Reliability	22 - 23		18 - 19		20 - 21			26 - 27		21 - 22	
10. Keselamatan Dan Kesehatan Kerja (K3) Pada Pelaksanaan Proyek Konstruksi	25 - 26		28 - 29		16 - 17			22 - 23		24 - 25	
11. Memahami Electrical Safety Sesuai Standar Dan Prosedur		2 - 4		2 - 4			3 - 5		5 - 7		1 - 3
12. Manajemen Infrastruktur		3 - 4		3 - 4			4 - 5		6 - 7		1 - 2
13. Power Management System		7 - 8		2 - 3			8 - 9		3 - 4		5 - 6
14. Memahami Pembangkit Dan Distribusi Listrik		10 - 12		11 - 13			10 - 12		12 - 14		5 - 7
15. Manajemen Proyek Konstruksi		10 - 11		12 - 13			11 - 12		13 - 14		8 - 9
16. Process Control and Loop		14 - 15		16 - 17			15 - 16		10 - 11		7 - 8
17. Preventive Maintenance Of Electrical Equipment		16 - 18		18 - 20			24 - 26		19 - 21		8 - 10
18. Vibration Monitoring And Analysis		21 - 22		23 - 24			29 - 30		17 - 18		14 - 15
19. Teknik Listrik Tegangan Rendah Dan Tinggi Serta Elektro Instrument		22 - 24		25 - 27			29 - 31		26 - 28		14 - 16
20. Quality Assurance For Engineer		23 - 24		19 - 20			25 - 26		20 - 21		15 - 16
<b>PROJECT MANAGEMENT</b>											
1. Effective Project Management	9 - 10		6 - 7		1 - 2			7 - 8		9 - 10	
2. Exam Preparation Project Management Profesional	23 - 25		19 - 21		6 - 8			14 - 16		23 - 25	
3. Fundamental Project Management Profesional		2 - 3		10 - 11			10 - 11		4 - 5		7 - 8
4. IT Project Management		23 - 24		18 - 19			23 - 24		18 - 19		13 - 14
<b>ACCOUNTING AND FINANCE</b>											
1. Accounting Control - Practice And Tricks	15 - 16		3 - 4		4 - 5			3 - 4		1 - 2	
2. Accounting For Derivatives And Other Financial Instruments	15 - 16		10 - 11		7 - 8			7 - 8		5 - 6	
3. Audit Kredit Bank Berbasis Manajemen Resiko	18 - 19		14 - 15		11 - 12			10 - 11		5 - 6	
4. Budgeting And Cost Effectiveness	22 - 23		17 - 18		14 - 15			14 - 15		8 - 9	
5. Business Plan And Budgeting	22 - 23		21 - 22		18 - 19			17 - 18		13 - 14	
6. Finance For Non Finance Executive	25 - 26		23 - 24		21 - 22			21 - 22		15 - 16	
7. Forensic Auditing Understanding For Fraud Investigation	25 - 26		30 - 31		28 - 29			24 - 25		19 - 20	
8. Laporan Analisa Keuangan		5 - 6		3 - 4			3 - 4		2 - 3		4 - 5
9. Manajemen Piutang - Account Receivables		8 - 9		6 - 7			9 - 10		2 - 3		8 - 9
10. Pajak Pertambahan Nilai (PPN) Dan E - Faktur		15 - 16		10 - 11			12 - 13		6 - 7		11 - 12
11. Peran Dan Kualitas Auditor Internal		19 - 20		13 - 14			19 - 20		6 - 7		15 - 16
12. Restrukturisasi Dan Penyelamatan Kredit Yang Efektif Guna Meningkatkan Kinerja Bank		22 - 23		17 - 18			23 - 24		9 - 10		22 - 23
13. Risk Based Business Process Mapping And Improvement Integrating Risk Management Into Business Process		26 - 27		20 - 21			26 - 27		9 - 10		25 - 26
14. Standard Operation Procedure Accounting Hotel Dan Reestaurant		29 - 30		27 - 28			30 - 31		13 - 14		29 - 30
15. Treasury Management		29 - 30		27 - 28			30 - 31		13 - 14		29 - 30
<b>OFFICE MANAGEMENT</b>											
1. Automasi Filing And Retentions For Record Management System	10 - 11		11 - 12		2 - 3			8 - 9		14 - 15	
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**Informasi Kami**

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