

Course Title	Duration (Days)	Minimum Candidates	Course Dates (2009)								
MACHINING & MAINTENANCE											
BENCH FITTING COURSE	15	6	8th June	13th July							
ABRASIVE WHEELS TRAINING	1	7	8th May	5th June	10th July	7th Aug	11th Sept	9th Oct	6th Nov	11th Dec	
HYDRAULICS	5	7	15th June	17th Aug	12th Oct	7th Dec					
MECHANICAL MAINTENANCE	10	7	29th June	3rd Aug							
MILLING MACHINING INTRODUCTORY	5	6	22nd June	10th Aug	28th Sept	16th Nov					
CENTRE LATHE TURNING INTRODUCTORY	5	6	29th June	17th Aug	5th Oct	23rd Nov					
CNC TRAINING	15	6	6th July	24th Aug	12th Oct	30th Nov					
2D CAD CITY & GUILDS 4353 LEVEL 2	15	6	27th July	21st Sept	9th Nov						
WELDING											
MANUAL METAL ARC WELDING (MMA) Basic	5	4	26th May	15th June	20th July	10th Aug	21st Sept	12th Oct	23rd Nov	14th Dec	
MANUAL METAL ARC WELDING (MMA) Intermediate	5	4	11th May	22nd June	6th July	17th Aug	7th Sept	19th Oct	9th Nov		
MANUAL METAL ARC WELDING (MMA) Advanced	5	4	18th May	29th June	13th July	24th Aug	14th Sept	26th Oct	16th Nov		
METAL INERT/ACTIVE GAS WELDING (MIG/MAG) Basic	5	4	18th May	8th June	13th July	3rd Aug	14th Sept	5th Oct	16th Nov	7th Dec	
METAL INERT/ACTIVE GAS WELDING (MIG/MAG) Intermediate	5	4	26th May	29th June	20th July	24th Aug	21st Sept	26th Oct	23rd Nov		
METAL INERT/ACTIVE GAS WELDING (MIG/MAG) Advanced	5	4	11th May	6th July	1st Sept	7th Sept	2nd Nov	9th Nov			
TUNGSTEN INERT GAS WELDING (TIG/TAG) Basic	5	4	11th May	6th July	7th Sept	9th Nov					
TUNGSTEN INERT GAS WELDING (TIG/TAG) Intermediate	5	4	18th May	13th July	14th Sept	16th Nov					
TUNGSTEN INERT GAS WELDING (TIG/TAG) Advanced	5	4	26th May	20th July	21st Sept	23rd Nov					
OXY FUEL GAS SAFETY AND CUTTING	2	4	1st June	15th June	22nd June	27th July	10th Aug	17th Aug	28th Sept	12th Oct	19th Oct
OXY FUEL BRAZING	3	4	3rd June	17th June	24th June	29th July	12th Aug	19th Aug	30th Sep	14th Oct	21st Oct
PIPE FITTING	15	6	1st June	27th July	28th Sept	30th Nov					
PLANT											
PLANT 360 DEGREE MINI DIGGERS ON SITE	5										
PLANT 180 DEGREE MINI DIGGERS ON SITE	10										
PLANT FRONT LOADING SHOVEL	1										
PLANT LORRY MOUNTED CRANE (HIAB)	1										
FORK LIFT TRUCK'S- FORK LIFT INSTRUCTOR (RENEWAL)	5	6									
FORK LIFT TRUCK'S - FORK LIFT INSTRUCTOR	10										
FORK LIFT OPERATOR TRUCK COUNTER BALANCE & REACH TRUCK – NOVICE	5										
FORK LIFT OPERATOR TRUCK COUNTER BALANCE & REACH TRUCK – EXPERIENCED	3										
FORK LIFT OPERATOR TRUCK COUNTER BALANCE & REACH TRUCK - RENEWAL	1										
PEDESTRIAN FORK LIFT TRUCK'S - NOVICE	2										
PEDESTRIAN FORK LIFT TRUCK'S - EXPERIENCED	1										
LIFTING OPERATIONS MOBILE ALUMINIUM SCAFFOLD TOWERS	1										
LIFTING OPERATIONS MEWP'S CHERRY PICKER SCISSOR - NOVICE	2										
LIFTING OPERATIONS MEWP'S CHERRY PICKER SCISSOR - EXPERIENCED	1										
OVERHEAD GANTRY CRANE, CAB/PENDANT/REMOTE - NOVICE	2										
OVERHEAD GANTRY CRANE, CAB/PENDANT/REMOTE - EXPERIENCED	1										
SLINGER/SIGNALLER - NOVICE	2										
SLINGER/SIGNALLER - EXPERIENCED	1										
MANAGEMENT & DEVELOPMENT											
TRAIN THE TRAINER	2	6									
A1/A2 ASSESSOR AWARD	3 Months										
V1 INTERNAL VERIFIER	3 Months										
KEY SKILLS LEVEL 2	10	6									
ADVANCED APPRENTICESHIPS											
SALES & CUSTOMER SERVICE											
HIGH IMPACT SALES - ONE DAY COURSES	1		14th Aug								
CONFIDENCE - THE GREATEST SECRET	1		12th June	10th July							
BASIC SELLING SKILLS	1		8th May	25th July							
SELLING SKILLS	1		28th Aug								
RAPPORT	1		30th May	26th June							
EFFECTIVE TELEPHONE SKILLS	1		27th June	24th July							

Course Title	Duration (Days)	Minimum Candidates	Course Dates (2009)
ONLINE/BLENDED ILM MANAGEMENT			
Blended Learning			
ILM LEVEL 3 – AWARD IN FIRST LINE MANAGEMENT	5	10	
ILM LEVEL 2 – AWARD IN TEAM LEADING	3	10	
ILM LEVEL 2 – CERTIFICATE IN TEAM LEADING	8	10	
ILM LEVEL 3 – AWARD IN WORKPLACE COACHING	3	10	
ILM LEVEL 3 – CERTIFICATE IN FIRST LINE MANAGEMENT	15	10	
ILM LEVEL 3 – DIPLOMA IN FIRST LINE MANAGEMENT	30	10	
Associate Online Learning			
ILM LEVEL 2 – AWARD IN EXPLORING BUSINESS ENTERPRISE	Online	10	
ILM LEVEL 3 – AWARD IN WORKPLACE COACHING	Online	10	
ILM LEVEL 2 – AWARD IN INTRODUCTION TO BUSINESS IMPROVEMENT	Online	10	
ILM LEVEL 2 – AWARD IN TEAM LEADING	Online	10	
ILM LEVEL 2 – CERTIFICATE IN TEAM LEADING	Online	10	
ILM LEVEL 3 – AWARD IN FIRST LINE MANAGEMENT	Online	10	
ILM LEVEL 3 – CERTIFICATE IN FIRST LINE MANAGEMENT	Online	10	
ILM LEVEL 3 – DIPLOMA IN FIRST LINE MANAGEMENT	Online	10	
ILM LEVEL 3 – AWARD IN STARTING YOUR ENTERPRISE	Online	10	
ILM LEVEL 3 – CERTIFICATE IN STARTING YOUR ENTERPRISE	Online	10	
ILM LEVEL 5 – AWARD IN MANAGEMENT	Online	10	
ILM LEVEL 5 – CERTIFICATE IN MANAGEMENT	Online	10	
ILM LEVEL 5 – DIPLOMA IN MANAGEMENT	Online	10	
Associate Online Learning			
BUSINESS DEVELOPMENT PROGRAMME - CHANGE & TRANSFORMATION	Online	10	
BUSINESS DEVELOPMENT PROGRAMME - CUSTOMER AWARENESS	Online	10	
BUSINESS DEVELOPMENT PROGRAMME - DEVELOPING PEOPLE	Online	10	
BUSINESS DEVELOPMENT PROGRAMME - FINANCIAL MANAGEMENT	Online	10	
BUSINESS DEVELOPMENT PROGRAMME - GENERAL MANAGEMENT	Online	10	
BUSINESS DEVELOPMENT PROGRAMME - HEALTH & SAFETY	Online	10	
BUSINESS DEVELOPMENT PROGRAMME - HUMAN RESOURCE MANAGEMENT	Online	10	
BUSINESS DEVELOPMENT PROGRAMME - INFORMATION & KNOWLEDGE MANAGEMEN	Online	10	
BUSINESS DEVELOPMENT PROGRAMME - ORGANISATIONAL COMMUNICATIONS	Online	10	
BUSINESS DEVELOPMENT PROGRAMME - PERSONAL MANAGEMENT SKILLS	Online	10	
BUSINESS DEVELOPMENT PROGRAMME - PLANNING & RESOURCE MANAGEMENT	Online	10	
BUSINESS DEVELOPMENT PROGRAMME - QUALITY MANAGEMENT	Online	10	