



June Training Calendar 2018

Malaysian Export Academy

Date	Programme	Venue	Trainer	Early Bird Fees	Fees
4 June 2018	SST Reinstatement	Eastin Hotel, Petaling Jaya	Tan Kok Tee	-	RM 850.00 per person
4 & 5 June 2018	Accounting Skills for Accounts Clerks and Assistants	Empire Hotel, Subang	Gerald Peries	RM 1,200.00 per person	RM 1,300.00 per person
4 & 5 June 2018	Human Resource Management and EPF Act 1991, SOCSO Act 1969 & EIS	Hotel Istana, Kuala Lumpur	Cyril Pagadala	RM1,300.00 per person	RM1,500.00 per person
4 & 5 June 2018	Import & Export procedures and documentation	Eastin Hotel, Petaling Jaya	P. Nadaraja	RM1,300.00 per person	RM1,500.00 per person
6 June 2018	Preparing Businesses on New Indirect Tax Landscape	Eastin Hotel, Petaling Jaya	Santhanasamy Subbiah	-	RM950.00 per person
6 & 7 June 2018	Absenteeism, Unpaid Leave and Its Impact on Unplanned Downtime	Dorsett Grand, Subang	Mr Krishnan Ramasamy	RM1,200.00 per person	RM1,300.00 per person
6 & 7 June 2018	Interviewing for Position and Potential	Empire Hotel, Subang	Vanaja Sangarajoo	RM1,200.00 per person	RM1,300.00 per person
21 June 2018	SST Reinstatement	Eastin Hotel, Petaling Jaya	Tan Kok Tee	-	RM 850.00 per person
22 June 2018	Managing Customer Complaints And Investigations Effectively	Sunway Putra Hotel, Kuala	Dr. Thanabalan Velloo	-	RM850.00 per person
22 June 2018	Mastering Online Marketing Digital Business Platforms	Empire Hotel, Subang	Khairul Anuar Safiullah	RM850.00 per person	RM950.00 per person
25 & 26 June 2018	Drawing Up Salary Structures And Benefits Plans	Dorsett Grand Subang	Cyril Pagadala	RM1,300.00 per person	RM1,500.00 per person
25 & 26 June 2018	Incoterms 2010 - Rulings	Empire Hotel, Subang	Stephen Kum Foong Sang	RM1,200.00 per person	RM1,350.00 per person
25 & 26 June 2018	Malaysian Customs Procedures	Empire Hotel, Subang	P. Nadaraja	RM1,300.00 per person	RM1,500.00 per person
25 & 26 June 2018	Customers Credit Worthiness Evaluation And Collection Strategies	Dorsett Grand Subang	Tan Kok Tee	-	RM1,300.00 per person
27 & 28 June 2018	Effective Office Administration	Dorsett Grand, Subang	Sheymalatha	RM1,200.00 per person	RM1,300.00 per person
27 & 28 June 2018	Business English For Communication	Hotel Istana, Kuala Lumpur	Vanaja Sangarajoo	RM1,200.00 per person	RM1,300.00 per person
27 & 28 June 2018	Understanding Letters Of Credit And Trade Financing	Sunway Putra Hotel, Kuala	Noel Vong	RM1,300.00 per person	RM1,500.00 per person

* click on the event title for full details



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Date	Programme	Venue	Trainer	Early Bird Fees	Fees
4 July 2018	Classification of Goods	Dorsett Grand, Subang	P. Nadaraja	RM 850.00 per person	RM 950.00 per person
9 & 10 July 2018	Transition from GST-SST	Dorsett Grand, Subang	P. Nadaraja	RM 1,300.00 per person	RM 1,500.00 per person
9 & 10 July 2018	Handling Full Set of Accounts	Empire Hotel, Subang	Gerald Peries	RM1,200.00 per person	RM1,300.00 per person
10 July 2018	SST Reinstatement	Sunway Putra Hotel, Kuala Lumpur	Tan Kok Tee	-	RM850.00 per person
11 July 2018	Understanding the Employment Act 1955 with Recent Changes	Hotel Istana, Kuala Lumpur	Mr Krishnan Ramasamy	RM850.00 per person	RM950.00 per person
11 & 12 July 2018	Benefits under Employment Laws, EPF Act, SESCO Act and EIS (2018)	Empire Hotel, Subang	Cyril Pagadala	RM1,300.00 per person	RM1,500.00 per person
12 July 2018	Termination of Employment	Hotel Istana, Kuala Lumpur	Mr Krishnan Ramasamy	RM850.00 per person	RM950.00 per person
12 & 13 July 2018	Social Media Marketing	Empire Hotel, Subang	Yathavan Nadarajan	-	RM1,300.00 per person
18 July 2018	Latest principles on Withholding Tax	Empire Hotel, Subang	Santhanasamy Subbiah	RM850.00 per person	RM950.00 per person
23 & 24 July 2018	Shipping Procedures	Dorsett Grand Subang	Cyril Pagadala	RM1,300.00 per person	RM1,500.00 per person
23 & 24 July 2018	How to Prepare the Payroll and PCB Calculations Manually?	Sunway Putra Hotel, Kuala Lumpur	Cyril Pagadala	RM1,300.00 per person	RM1,500.00 per person
23 & 24 July 2018	Transition from GST-SST	Eastin Hotel, Petaling Jaya	P. Nadaraja	RM1,300.00 per person	RM1,500.00 per person
25 & 26 July 2018	Conducting HSE Audit	Eastin Hotel, Petaling Jaya	Sheymalatha Ranggasamy	RM1,200.00 per person	RM1,300.00 per person
30 & 31 July 2018	Purchasing and Negotiation Skills	Hotel Istana, Kuala Lumpur	Dr. Thanabalan Velloo	RM1,200.00 per person	RM1,300.00 per person

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