

EMPLOYABILITY SKILLS

Analytical, Conceptual and Evaluative Skills WSQ
 Information and Communication Technologies Skills WSQ
 Interpersonal Skills WSQ
 Job Safety Skills WSQ
 Personal Management and Development Skills WSQ

Contact Number: 6376 0777 | Email Address: learning@sqcentre.com

Analytical, Conceptual and Evaluative Skills WSQ

Course Title TGS-2011501164 Mar 4 - 5 Jun 7 - 8 Sep 13 - 14 Nov 18 - 19	Classroom-based learning	● ▲	Course Duration (hrs)	Fee (S\$) Excl GST	Nett Fee (S\$) Incl GST	Nett Fee after Training Grant		Nett Fee (S\$) after MCEs*
						SMEs	Non-SMEs/ Self-Sponsored	
Solve Problems and Make Decisions at Operations Level TGS-2011501164 Mar 4 - 5 Jun 7 - 8 Sep 13 - 14 Nov 18 - 19	Classroom-based learning	● ▲	16	\$ 250.00	\$ 267.50	\$ 42.50	\$ 67.50	\$ 42.50
Foster Initiative & Enterprise in Teams TGS-2011501304 May 6 - 7	Classroom-based learning	● ■	16	\$ 250.00	\$ 267.50	\$ 42.50	\$ 67.50	\$ 42.50
Solve Problems and Make Decisions at Supervisory Level (Synchronous e-learning) TGS-2011501320 Mar 15 - 16 Jun 17 - 18 Sep 20 - 21	Synchronous e-learning	● ■	16	\$ 250.00	\$ 267.50	\$ 42.50	\$ 67.50	\$ 42.50

In-Company Training

Apply 5S Techniques TGS-2011501239	Classroom-based learning	● ▲	17.75	\$ 250.00	\$ 267.50	\$ 42.50	\$ 67.50	\$ 42.50
Apply Quality Systems TGS-2011501238	Classroom-based learning	● ▲	17.5	\$ 250.00	\$ 267.50	\$ 42.50	\$ 67.50	\$ 42.50
Demonstrate Initiative and Enterprising Behaviours TGS-2011501221	Classroom-based learning	● ▲	16	\$ 250.00	\$ 267.50	\$ 42.50	\$ 67.50	\$ 42.50
Perform Basic Productivity Practices TGS-2011501536	Classroom-based learning	● ▲	16	\$ 250.00	\$ 267.50	\$ 42.50	\$ 67.50	\$ 42.50
Supervise Quality Procedures TGS-2011501236	Classroom-based learning	● ■	15+1A^	\$ 600.00	\$ 642.00	\$ 242.00	\$ 370.00	\$ 242.00
Supervise Work Improvement Processes TGS-2011501237	Classroom-based learning	● ■	14+2A^	\$ 600.00	\$ 642.00	\$ 242.00	\$ 370.00	\$ 242.00
Apply Systems Thinking in Problem Solving and Decision Making TGS-2012500414	Classroom-based learning	● *	16	\$ 250.00	\$ 267.50	\$ 42.50	\$ 142.50	\$ 42.50
Facilitate the Implementation of a Productivity Framework ACE-FIPF-01	Classroom-based learning	*	16	\$ 250.00	\$ 267.50	-	-	-
Implement Business Process Re-engineering ACE-IBPR-02	Classroom-based learning	*	32	\$ 960.00	\$ 1,027.20	-	-	-
Implement Lean Six Sigma ACE-ILSS-03	Classroom-based learning	*	32	\$ 960.00	\$ 1,027.20	-	-	-
Manage Process Improvement TGS-2011501235	Classroom-based learning	● *	22+2A^	\$ 740.00	\$ 791.80	\$ 125.80	\$ 431.80	\$ 125.80
Solve Problems and Make Decisions at Managerial Level (Synchronous e-learning) TGS-2011501531	Synchronous e-learning	● *	16	\$ 250.00	\$ 267.50	\$ 42.50	\$ 142.50	\$ 42.50

▲ Operations Level ■ Supervisory Level * Managerial Level

A^ = Assessment Hours done outside Course Duration (hrs)

● SkillsFuture Credit up to \$500 can be used for the approved skills-related courses.

* Nett fee is inclusive of GST and subject to terms and conditions.

EMPLOYABILITY SKILLS

Contact Number: 6376 0777 | Email Address: learning@sqcentre.com

Information and Communication Technologies Skills WSQ

			Course Duration (hrs)	Fee (\$S) Excl GST	Nett Fee (\$S) Incl GST	Nett Fee after Training Grant*		Nett Fee (\$S) after MCEC ¹
						SMEs	Non-SMEs/ Self-Sponsored	
In-Company Training								
ICDL Perform Presentation Functions (PowerPoint 2016) TGS-2018501977	Classroom-based learning	▲	16	\$ 380.00	\$ 406.60	\$ 64.60	\$ 134.60	\$ 64.60
ICDL Perform Spreadsheet Functions (Excel 2016) TGS-2018501979	Classroom-based learning	▲	16	\$ 380.00	\$ 406.60	\$ 64.60	\$ 134.60	\$ 64.60
ICDL Perform Word Processing Functions (Word 2016) TGS-2018501943	Classroom-based learning	▲	16	\$ 380.00	\$ 406.60	\$ 64.60	\$ 134.60	\$ 64.60
ICDL Perform Advanced Presentation Functions (Advanced PowerPoint 2016) TGS-2018501902	Classroom-based learning	■	16	\$ 400.00	\$ 428.00	\$ 68.00	\$ 156.00	\$ 68.00
ICDL Perform Advanced Spreadsheet Functions (Advanced Excel 2016) TGS-2018501949	Classroom-based learning	■	24	\$ 500.00	\$ 535.00	\$ 85.00	\$ 135.00	\$ 85.00
ICDL Perform Advanced Word Processing Functions (Advanced Word 2016) TGS-2018501978	Classroom-based learning	■	24	\$ 500.00	\$ 535.00	\$ 85.00	\$ 135.00	\$ 85.00

International Computer Driving Licence (ICDL) Exam Fees for Information and Communication Technologies Skills WSQ¹

Note: Participants are required to pass the International Computer Driving License (ICDL) examination to enjoy the funding.

Operations Level	Fee	Supervisory Level	Fee
Exam Fee	\$ 25.00	Exam Fee	\$ 65.00

¹All fees stated are inclusive of 7% GST and applicable for one sitting of examination based on per course/per person only.

Contact Number: 6376 0777 | Email Address: learning@sqcentre.com

Interpersonal Skills WSQ

			Course Duration (hrs)	Fee (\$S) Excl GST	Nett Fee (\$S) Incl GST	Nett Fee after Training Grant*		Nett Fee (\$S) after MCEC ¹
						SMEs	Non-SMEs/ Self-Sponsored	
Communicate and Relate Effectively at the Workplace TGS-2011501158 Apr 22 - 23 Jul 12 - 13 Oct 11 - 12	Classroom-based learning	▲	16	\$ 250.00	\$ 267.50	\$ 42.50	\$ 67.50	\$ 42.50
Work in a Team TGS-2012500376 May 20 - 21 Aug 30 - 31 Nov 29 - 30	Classroom-based learning	▲	16	\$ 250.00	\$ 267.50	\$ 42.50	\$ 67.50	\$ 42.50
Facilitate Effective Communication and Engagement at the Workplace (Synchronous e-learning) TGS-2011501272 Mar 11 - 12 Jun 14 - 15	Synchronous e-learning	■	16	\$ 250.00	\$ 267.50	\$ 42.50	\$ 67.50	\$ 42.50
Develop a Work Team (Synchronous e-learning) IPS-DAWT-01 Jul 26 - 27 Nov 15 - 16	Synchronous e-learning	*	16	\$ 250.00	\$ 267.50	-	-	-
Lead Workplace Communication and Engagement IPS-LWCE-02 Apr 19 - 20 Sep 20 - 21 Dec 16 - 17	Classroom-based learning	*	16	\$ 250.00	\$ 267.50	-	-	-

In-Company Training

Facilitate Effective Work Teams TGS-2012500380	Classroom-based learning	■	16	\$ 250.00	\$ 267.50	\$ 42.50	\$ 67.50	\$ 42.50
Lead a Virtual Team TGS-2014500540	Classroom-based learning	*	16	\$ 250.00	\$ 267.50	\$ 42.50	\$ 142.50	\$ 42.50
Manage Cross Functional and Culturally Diverse Teams TGS-2012500426	Classroom-based learning	*	16	\$ 250.00	\$ 267.50	\$ 42.50	\$ 142.50	\$ 42.50

▲ Operations Level ■ Supervisory Level * Managerial Level

● SkillsFuture Credit up to \$500 can be used for the approved skills-related courses.

* Nett fee is inclusive of GST and subject to terms and conditions.

EMPLOYABILITY SKILLS

Contact Number: 6376 0777 | Email Address: learning@sqcentre.com

Job Safety Skills WSQ

	Course Duration (hrs)	Fee (\$S) Excl GST	Nett Fee (\$S) Incl GST	Nett Fee after Training Grant*		Nett Fee (\$S) after MCEs*		
				SMEs	Non-SMEs/ Self-Sponsored			
<ul style="list-style-type: none"> Comply with Workplace Safety and Health Policies and Procedures TGS-2011501444 Mar 25 - 26 Jun 21 - 22 Nov 15 - 16 	Classroom-based learning	● ▲	16	\$ 250.00	\$ 267.50	\$ 42.50	\$ 67.50	\$ 42.50

In-Company Training

<ul style="list-style-type: none"> Maintain Workplace Safety and Health Policies and Procedures TGS-2011501570 	Classroom-based learning	● ■	16	\$ 250.00	\$ 267.50	\$ 42.50	\$ 67.50	\$ 42.50
<ul style="list-style-type: none"> Manage Workplace Safety and Health System JS-MWSH-01 	Classroom-based learning	★	16	\$ 250.00	\$ 267.50	-	-	-

Contact Number: 6376 0777 | Email Address: learning@sqcentre.com

Personal Management and Development Skills WSQ

	Course Duration (hrs)	Fee (\$S) Excl GST	Nett Fee (\$S) Incl GST	Nett Fee after Training Grant*		Nett Fee (\$S) after MCEs*		
				SMEs	Non-SMEs/ Self-Sponsored			
<ul style="list-style-type: none"> Adapt to Change (Synchronous e-learning) TGS-2011501224 Mar 15 - 16 Jun 17 - 18 Oct 4 - 5 Dec 9 - 10 	Synchronous e-learning	● ▲	16	\$ 250.00	\$ 267.50	\$ 42.50	\$ 67.50	\$ 42.50
<ul style="list-style-type: none"> Apply Emotional Competence to Manage Self at the Workplace (Synchronous e-learning) TGS-2012500289 Mar 22 - 23 May 17 - 18 Aug 16 - 17 Oct 18 - 19 Nov 29 - 30 	Synchronous e-learning	● ▲	16	\$ 250.00	\$ 267.50	\$ 42.50	\$ 67.50	\$ 42.50
<ul style="list-style-type: none"> Develop Personal Effectiveness at Operations Level (Synchronous e-learning) TGS-2011501219 Jun 7 - 8 Nov 15 - 16 	Synchronous e-learning	● ▲	16	\$ 250.00	\$ 267.50	\$ 42.50	\$ 67.50	\$ 42.50
<ul style="list-style-type: none"> Apply Emotional Competence to Manage Self and Team (Synchronous e-learning) TGS-2012500660 Apr 22 - 23 Jul 5 - 6 Sep 6 - 7 Nov 22 - 23 	Synchronous e-learning	● ■	16	\$ 250.00	\$ 267.50	\$ 42.50	\$ 67.50	\$ 42.50
<ul style="list-style-type: none"> Develop Personal Effectiveness at Supervisory Level (Synchronous e-learning) TGS-2011501308 Mar 29 - 30 Aug 30 - 31 Dec 6 - 7 	Synchronous e-learning	● ■	16	\$ 250.00	\$ 267.50	\$ 42.50	\$ 67.50	\$ 42.50
<ul style="list-style-type: none"> Manage Workplace Challenges with Resilience (Synchronous e-learning) TGS-2013501272 Mar 29 - 30 Jun 21 - 22 Sep 27 - 28 Dec 13 - 14 	Synchronous e-learning	● ★	16	\$ 250.00	\$ 267.50	\$ 42.50	\$ 142.50	\$ 42.50

In-Company Training

<ul style="list-style-type: none"> Foster Team Adaptability TGS-2011501327 	Classroom-based learning	● ■	16	\$ 250.00	\$ 267.50	\$ 42.50	\$ 67.50	\$ 42.50
<ul style="list-style-type: none"> Apply Emotional Competence to Manage Self and Others in a Business Context (Synchronous e-learning) TGS-2012500427 	Synchronous e-learning	● ★	16	\$ 250.00	\$ 267.50	\$ 42.50	\$ 142.50	\$ 42.50
<ul style="list-style-type: none"> Develop Personal Effectiveness at Managerial Level (Synchronous e-learning) PM-DPEM-01 	Synchronous e-learning	★	16	\$ 250.00	\$ 267.50	-	-	-

▲ Operations Level ■ Supervisory Level ★ Managerial Level

● SkillsFuture Credit up to \$500 can be used for the approved skills-related courses.

* Nett fee is inclusive of GST and subject to terms and conditions.