

PEOPLE DEVELOPMENT

Communication
Creativity Skills
Human Resources
Language Skills

Leadership Skills
Self-Development

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

Communication

Course Duration (hrs) Fee (\$S) Excl GST Nett Fee (\$S) Incl GST

In-Company Training

Delivering Powerful and Persuasive Presentations	Classroom-based learning	14	\$ 575.00	\$ 615.25
Effective Business Writing Skills	Classroom-based learning	14	\$ 575.00	\$ 615.25
Effective Replies to Social Media	Classroom-based learning	7	\$ 400.00	\$ 428.00
Essentials of Email Writing and Online Etiquette	Classroom-based learning	7	\$ 380.00	\$ 406.60
Handling Email Complaints	E-learning	7	\$ 180.00	\$ 192.60
Negotiating for Success	E-learning	10.5	\$ 250.00	\$ 267.50
Technical Proposal Writing	E-learning	7	\$ 180.00	\$ 192.60
Winning Replies! (Effective Written Response to Build Customer Loyalty)	Classroom-based learning	14	\$ 500.00	\$ 535.00

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Creativity Skills

Course Duration (hrs) Fee (\$S) Excl GST Nett Fee (\$S) Incl GST Nett Fee after Training Grant* SMEs Non-SMEs/ Self-Sponsored Nett Fee (\$S) after MCEs*

A Design Thinking Approach to Idea Generation and Selection WSQ TGS-2020505082 Jun 7 - 8 Oct 18 - 19	Classroom-based learning	16	\$ 590.00	\$ 631.30	\$ 100.30	\$ 391.30	\$ 100.30
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In-Company Training

Creative Sparks!	Classroom-based learning	14	\$ 500.00	\$ 535.00	-	-	-
Design Thinking as a Strategy for Innovation	Classroom-based learning	14	\$ 750.00	\$ 802.50	-	-	-
Spinovator™ Toolkit - How to find Creative Solutions to Problems	Classroom-based learning	7	\$ 360.00	\$ 385.20	-	-	-

• 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.

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Human Resources

	Course Duration (hrs)	Fee (\$\$) Excl GST	Nett Fee (\$\$) Incl GST	
<ul style="list-style-type: none"> Behavioural Competence Interview: The Psychological Approach May 25 	Classroom-based learning E-learning	7	\$ 450.00	\$ 481.50
In-Company Training				
<ul style="list-style-type: none"> Training Needs Analysis for Organisations 	Classroom-based learning	7	\$ 450.00	\$ 481.50

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Language Skills

	Course Duration (hrs)	Fee (\$\$) Excl GST	Nett Fee (\$\$) Incl GST	
In-Company Training				
<ul style="list-style-type: none"> Easy English 	Classroom-based learning	60	\$ 550.00	\$ 588.50
<ul style="list-style-type: none"> Working English 	Classroom-based learning	60	\$ 550.00	\$ 588.50

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Leadership Skills

	Course Duration (hrs)	Fee (\$\$) Excl GST	Nett Fee (\$\$) Incl GST	
<ul style="list-style-type: none"> Certificate in Section Leader (English) Apr 15 - 16 Sep 27 - 28 	Classroom-based learning ■	14	\$ 575.00	\$ 615.25
<ul style="list-style-type: none"> Certificate in Section Leader (Mandarin) Mar 22 - 23 Aug 23 - 24 	Classroom-based learning ■	14	\$ 575.00	\$ 615.25
<ul style="list-style-type: none"> On-The-Job Training Instructor Course Jun 9, 16 & 23 Nov 10, 17 & 24 	Classroom-based learning ■	12	\$ 530.00	\$ 567.10
<ul style="list-style-type: none"> Effective Supervisory Management Skills Apr 14 - 15 Aug 19 - 20 Nov 25 - 26 	E-learning *	14	\$ 650.00	\$ 695.50
<ul style="list-style-type: none"> Leadership Skills for New Managers Jul 8 - 9 Oct 28 - 29 	E-learning *	14	\$ 650.00	\$ 695.50
<ul style="list-style-type: none"> Mindful Leadership - Bringing Out the Best of You and Your Team Apr 19 - 20 Dec 2 - 3 	Classroom-based learning *	14	\$ 750.00	\$ 802.50
In-Company Training				
<ul style="list-style-type: none"> Negotiation Skills for Win-Win Outcomes 	Classroom-based learning ■	7	\$ 450.00	\$ 481.50
<ul style="list-style-type: none"> Building High Performance Teams 	Classroom-based learning *	14	\$ 575.00	\$ 615.25
<ul style="list-style-type: none"> Coaching and Mentoring for Leaders and Managers 	Classroom-based learning *	14	\$ 750.00	\$ 802.50
<ul style="list-style-type: none"> Enhanced Effective Supervisory Management Skills Through Workplace Big5 Personality Profile 	E-learning *	14	\$ 650.00	\$ 695.50
<ul style="list-style-type: none"> Managing People Effectively - Core Skills for New People Managers 	Classroom-based learning *	14	\$ 575.00	\$ 615.25
<ul style="list-style-type: none"> Stepping Up to Leadership - How to Build, Influence and Lead Strong Relationships 	Classroom-based learning *	14	\$ 750.00	\$ 802.50
<ul style="list-style-type: none"> Think and Plan Strategically to Succeed 	Classroom-based learning *	14	\$ 750.00	\$ 802.50

■ Supervisory Level * Managerial Level

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Self-Development

- The Executive SMART : Thriving in Cultural Diversity
May 18 - 19

Classroom-based learning

E-learning

Course Duration (hrs)	Fee (\$\$) Excl GST	Nett Fee (\$\$) Incl GST
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14	\$ 800.00	\$ 856.00
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In-Company Training

- Building Relationships Using EQ
- Positive Influence and Conflict Management
- Proactive Time and Stress Management
- Stretch Your Time - How to Get More Done in Less Time

E-learning

E-learning

Classroom-based learning

E-learning

E-learning

3.5	\$ 110.00	\$ 117.70
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14	\$ 650.00	\$ 695.50
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7	\$ 180.00	\$ 192.60
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7	\$ 440.00	\$ 470.80
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