



**TRAINING SCHEDULE  
(SARAWAK SKILLS KUCHING)  
MARCH 2025 – SEPTEMBER 2025  
(PUBLIC COURSES)**

*as at 1 March 2025 rv 4.0*



**Highlights:**

- Hydrogen Fuel Cell Vehicle Training on 22 APRIL 2025
- Microsoft Project (Advance) Training in September and November 2025
- Strengthening Your Digital Marketing & Brand Identity Training in June 2025
- Leveraging ChatGPT for Strategic Decision-Making Training on 20 MAY 2025
- Certificate of Service Technician Programme (CSTP) for HVAC – Programme approved by Department of Environment (DOE) in May, August & November 2025
- Basic Mains Laying Techniques for Water Distribution Systems: A Practical Training in April & July 2025
- Building Contract Electrical Wiring (BCEW) training with EIU Competency exam in June, July & Nov 2025
- AI For Business Professionals in March 2025
- Underground Utility Detection Operation in April 2025
- FIBRE OPTICS training in April 2025
- Refer to the following pages for current listing of all our Short Courses!

**Our Persons In Charge & their Contacts:**

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**C O R P O R A T E T R A I N I N G  
U N I T  
S A R A W A K S K I L L S K U C H I N G**

## **TRAINING SCHEDULE MARCH 2025 – SEPTEMBER 2025 (PUBLIC COURSES) (rv 4.0)**

**Training Venue: Sarawak Skills (PPKS), Jalan Canna Off Jalan Wan Alwi, Tabuan Jaya, 93350 Kuching**

\* For more info on **course outline and course fee**, please contact:

Alicia at 016-6152268 / [alicia.lkc@sarawakskills.edu.my](mailto:alicia.lkc@sarawakskills.edu.my)

Adrian at 016-8661017 / [adrian@sarawakskills.edu.my](mailto:adrian@sarawakskills.edu.my)

<b>Solution-Focused Training: Harnessing the Power of EXCEL</b>				
No.	Course Title	Duration	Schedule	Points available
1.	Excel: Basic & Intermediate	3 days	13 – 15 May 2025	-
2.	Excel: Basic & Intermediate	3 days	23 - 25 June 2025	-
3.	Excel: Basic & Intermediate	3 days	29 – 31 July 2025	-
4.	Excel: Basic & Intermediate	3 days	26 – 28 August 2025	-
5.	Excel: Basic & Intermediate	3 days	23 - 25 Sep 2025	-
6.	MASTERING DATA ANALYSIS USING MICROSOFT POWER BI	3 days	25 – 27 February 2025	-
7.	MASTERING DATA ANALYSIS USING MICROSOFT POWER BI	3 days	8 – 10 July 2025	-
8.	MASTERING DATA ANALYSIS USING MICROSOFT POWER BI	3 days	14 – 16 October 2025	-

<b>Solution-Focused Training: Impactful Presentation</b>				
No.	Course Title	Duration	Schedule	Points available
1.	Creating Infographics using Powerpoint	2 days	Contact Alicia @ 016-6152268 for more info	
2.	Powerpoint: Basic & Intermediate	3 days	Contact Alicia @ 016-6152268 for more info	

<b>Environmental, Social &amp; Corporate Governance (ESG)</b>				
No.	Course Title	Duration	Schedule	Points available
1.	Sustainability & ESG 101	2 days	28 – 29 April 2025	-
2.	Business Case for Sustainability	2 days	Contact Adrian @ 016-8661017 for more info	
3.	Leadership in ESG	1 day	Contact Adrian @ 016-8661017 for more info	

<b>Underground Utility Detection</b>				
No.	Course Title	Duration	Schedule	Points available
1.	Underground Utility Detection Operation (Category: Non-Competency / Reskilling & Upskilling)	5 days	7 – 11 April 2025	MBOT CIDB

<b>Digital Marketing &amp; Brand Identity</b>				
No.	Course Title	Duration	Schedule	Points available
1.	Strengthening Your Digital Marketing and Brand Identity (Category: Non-Competency / Reskilling & Upskilling)	2 days	24 – 25 June 2025	-

Life Saving Skills				
No.	Course Title	Duration	Schedule	Points available
1.	Basic First Aid & CPR <i>(Certification course by Malaysian Red Crescent Society)</i>	2 days	14 - 15 April 2025	MBOT
2.	Basic First Aid & CPR <i>(Certification course by Malaysian Red Crescent Society)</i>	2 days	24 – 25 June 2025	MBOT
3.	Basic First Aid & CPR <i>(Certification course by Malaysian Red Crescent Society)</i>	2 days	12 – 13 August 2025	-
4.	Basic First Aid & CPR <i>(Certification course by Malaysian Red Crescent Society)</i>	2 days	30 Sep – 1 Oct 2025	-
5.	Incident Investigation & Prevention	2 days	21 – 22 April 2025	-
6.	Hearing Conservation Administrator (HCA)	1 day	7 May 2025	-
7.	Awareness on Safe Handling of Chemical	1 day	Contact Adrian @ 016-8661017 for more info	
8.	Chemical Handling & Spill Control	2 days		

Mastering the Future: Empowering Business Minds with Artificial Intelligence (AI) Brilliance				
No.	Course Title	Duration	Schedule	Points available
1.	AI for Business Professionals <i>(Certification by CERTNEXUS)</i>	2 days	11 – 12 March 2025	-
2.	Leveraging ChatGPT for Strategic Decision-Making	1 day	20 May 2025	-

Information Communication Technology (ICT): Copper & Fibre Cabling				
No.	Course Title	Duration	Schedule	Points available
1.	Certified Cabling Test Technicians (CCTT) <i>(Certification by Fluke Networks)</i>	2 days	8 – 9 May 2025	-

Telecommunication: Fibre Optics				
No.	Course Title	Duration	Schedule	Points available
1.	Fibre Optics: Installation, Testing, Commissioning & Maintenance <i>(Category: Non-Competency / Reskilling &amp; Upskilling)</i>	2 days	22 – 23 April 2025	MBOT

Programming				
No.	Course Title	Duration	Schedule	Points available
1.	Programmable Logic Control (PLC) Practical Training (Advance)	2 days	24 – 25 Mar 2025	MBOT
2.	Programmable Logic Control (PLC) Practical Training (Basic)	2 days	20 – 21 May 2025	-
3.	Programmable Logic Control (PLC) Practical Training (Basic)	2 days	1 – 2 July 2025	-
4.	Programmable Logic Control (PLC) Practical Training (Intermediate)	2 days	5 – 6 Aug 2025	-
5.	Programmable Logic Control (PLC) Practical Training (Advance)	2 days	24 – 25 Sep 2025	-
6.	PLC Troubleshooting Skills in Automation System	3 days	17 – 19 June 2025	-
7.	PLC Troubleshooting Skills in Automation System	3 days	24 – 25 Sep 2025	-

Technical Training: Split Unit Air-Conditioner & HVAC				
No.	Course Title	Duration	Schedule	Points available
1.	Split Unit Air-Conditioner Installation, Commissioning, Troubleshooting, Service Maintenance	3 days	18 – 20 Mar 2025	MBOT
2.	Split Unit Air-Conditioner Installation, Commissioning, Troubleshooting, Service Maintenance	3 days	20 – 22 May 2025	MBOT
3.	Split Unit Air-Conditioner Installation, Commissioning, Troubleshooting, Service Maintenance	3 days	1 – 3 July 2025	MBOT
4.	Split Unit Air-Conditioner Installation, Commissioning, Troubleshooting, Service Maintenance	3 days	9 – 11 Sep 2025	-
5.	Split Unit Air-Conditioner Installation, Commissioning, Troubleshooting, Service Maintenance	3 days	7 - 9 Oct 2025	-
6.	Split Unit Air-Conditioner Installation, Commissioning, Troubleshooting, Service Maintenance	3 days	4 – 6 Nov 2025	-
7.	Split Unit Air-Conditioner Installation, Commissioning, Troubleshooting, Service Maintenance	3 days	2 – 4 Dec 2025	-
8.	Certificate of Service Technician Programme (CSTP) for HVAC <i>(Approved by Department of Environment (DOE) – Include DOE competency exam)</i>	3 days	13 – 15 May 2025	MBOT
9.	Certificate of Service Technician Programme (CSTP) for HVAC <i>(Approved by Department of Environment (DOE) – Include DOE competency exam)</i>	3 days	12 – 14 Aug 2025	MBOT
10.	Certificate of Service Technician Programme (CSTP) for HVAC <i>(Approved by Department of Environment (DOE) – Include DOE competency exam)</i>	3 days	18 – 20 Nov 2025	MBOT

### TECHNICAL: WATER PIPE FITTING & MAINS LAYING

No.	Course Title	Duration	Schedule	Points available
1.	Basic Water Pipe Fitting (Category: Non-Competency / Reskilling & Upskilling)	2 days	28 – 29 April 2025	MBOT
2.	Basic Water Pipe Fitting (Category: Non-Competency / Reskilling & Upskilling)	2 days	8 – 9 July 2025	-
3.	<b>Basic Mains Laying Techniques for Water Distribution Systems: A Practical Training</b> (Category: Non-Competency / Reskilling & Upskilling)	3 days	15 – 17 April 2025	-
4.	<b>Basic Mains Laying Techniques for Water Distribution Systems: A Practical Training</b> (Category: Non-Competency / Reskilling & Upskilling)	3 days	29 – 31 July 2025	-

### Technical Training: Welding Skills

No.	Course Title	Duration	Schedule	Points available
1.	Welding Skills for Maintenance Personnel	2 days	Contact Adrian @ 016-8661017 for more info	

### Technical Training: HYDROGEN VEHICLE AWARENESS

No.	Course Title	Duration	Schedule	Points available
1.	Hydrogen Fuel Cell Vehicle Safety and Awareness Training	1 day	22 April 2025	MBOT

### Project Management Application Software

No.	Course Title	Duration	Schedule	Points available
1.	Microsoft Project (Basic & Intermediate)	3 days	28 - 30 April 2025	MBOT
2.	Microsoft Project (Basic & Intermediate)	3 days	24 – 26 June 2025	-
3.	Microsoft Project (Basic & Intermediate)	3 days	19 – 21 August 2025	-
4.	Microsoft Project (Advance)	3 days	8 – 10 Sep 2025	-
5.	Microsoft Project (Advance)	3 days	3 – 5 Nov 2025	-

### Technical Drawing: AutoCAD

No.	Course Title	Duration	Schedule	Points Available
1.	AutoCAD Level 1 (Beginner)	3 days	4- 6 March 2025	MBOT
2.	AutoCAD Level 1 (Beginner)	3 days	22 – 24 April 2025	-
3.	AutoCAD Level 1 (Beginner)	3 days	17 – 19 June 2025	-
4.	AutoCAD Level 1 (Beginner)	3 days	19 – 21 Aug 2025	
5.	AutoCAD Level 1 (Beginner)	3 days	30 Sep - 2 Oct 2025	
6.	AutoCAD Level 2 (Intermediate)	3 days	24 – 26 March 2025	MBOT
7.	AutoCAD Level 2 (Intermediate)	3 days	20 – 22 May 2025	-
8.	AutoCAD Level 2 (Intermediate)	3 days	28 – 30 October 2025	-
9.	AutoCAD Level 3 (Advance)	3 days	22 – 24 April 2025	MBOT
10.	AutoCAD Level 3 (Advance)	3 days	15 – 17 July 2025	-
11.	AutoCAD Level 3 (Advance)	3 days	25 – 27 Nov 2025	

### Technical Training: Electrical

No.	Course Title	Duration	Schedule	Points Available
1.	Basic Electrical Installation for Beginners	3 days	18 – 20 March 2025	MBOT
2.	Basic Electrical Installation for Beginners	3 days	20 – 22 May 2025	MBOT
3.	Basic Electrical Installation for Beginners	3 days	5 – 7 August 2025	MBOT
4.	Basic Electrical Installation for Beginners	3 days	7 – 9 October 2025	MBOT
5.	Basic Electrical Installation for Beginners	3 days	2 – 4 December 2025	MBOT
6.	Wireman Grade 2 (Single Phase) <i>(Certification course by EIU, Ministry of Utility &amp; Telecommunication Sarawak)</i>	5 days	7 – 11 April 2025 <i>(EIU Exam period: 15 – 17 April 2025)</i>	MBOT
7.	Wireman Grade 2 (Single Phase) <i>(Certification course by EIU, Ministry of Utility &amp; Telecommunication Sarawak)</i>	5 days	16 – 20 June 2025 <i>(EIU Exam period: 24 – 26 June 2025)</i>	MBOT
8.	Wireman Grade 2 (Single Phase) <i>(Certification course by EIU, Ministry of Utility &amp; Telecommunication Sarawak)</i>	5 days	11 – 15 August 2025 <i>(EIU Exam period: 19 – 21 Aug 2025)</i>	MBOT
9.	Wireman Grade 2 (Single Phase) <i>(Certification course by EIU, Ministry of Utility &amp; Telecommunication Sarawak)</i>	5 days	13 – 17 October 2025 <i>(EIU Exam period: 21 – 23 Oct 2025)</i>	MBOT
10.	Wireman Grade 1 (Three Phase) <i>(Certification course by EIU, Ministry of Utility &amp; Telecommunication Sarawak)</i>	5 days	3 – 7 March 2025 <i>(EIU Exam period: 11 – 12 Mac 2025)</i>	MBOT
11.	Wireman Grade 1 (Three Phase) <i>(Certification course by EIU, Ministry of Utility &amp; Telecommunication Sarawak)</i>	5 days	5 – 9 May 2025 <i>(EIU Exam period: 13 – 14 May 2025)</i>	MBOT
12.	Wireman Grade 1 (Three Phase) <i>(Certification course by EIU, Ministry of Utility &amp; Telecommunication Sarawak)</i>	5 days	14 – 18 July 2025 <i>(EIU Exam period: 23 – 24 July 2025)</i>	MBOT
13.	Wireman Grade 1 (Three Phase) <i>(Certification course by EIU, Ministry of Utility &amp; Telecommunication Sarawak)</i>	5 days	8 – 12 Sep 2025 <i>(EIU Exam period: 17 – 18 Sep 2025)</i>	MBOT
14.	Wireman Grade 1 (Three Phase) <i>(Certification course by EIU, Ministry of Utility &amp; Telecommunication Sarawak)</i>	5 days	3 – 7 November 2025 <i>(EIU Exam period: 11 – 12 Nov 2025)</i>	MBOT
15.	Chargeman L1 (Industrial) S1/2025 <i>(Certification course by EIU, Ministry of Utility &amp; Telecommunication Sarawak)</i>	12 days	7–9 Jan, 14–16 Jan, 4–6 Feb, 25– 27 Feb 2025 <i>(EIU Exam period: 18 – 20 Mac 2025)</i>	MBOT

16.	<b>Chargeman L1 (Industrial) S2/2025</b> <i>(Certification course by EIU, Ministry of Utility &amp; Telecommunication Sarawak)</i>	12 days	21-23 April, 28-29 April, 19-21 May, 16-19 Jun 2025 <i>(EIU Exam period: 1 – 3 July 2025)</i>	MBOT
17.	<b>Chargeman L1 (Industrial) S3/2025</b> <i>(Certification course by EIU, Ministry of Utility &amp; Telecommunication Sarawak)</i>	12 days	5-7 Aug, 3-4 Sep, 23-25 Sep, 1-2 Oct, 7-8 Oct 2025 <i>(EIU Exam period: 14 – 16 Oct 2025)</i>	MBOT
18.	<b>Building Contract Electrical Wiring (BCEW)</b> <i>(Certification course by EIU, Ministry of Utility &amp; Telecommunication Sarawak)</i>	3 days + 1 day exam	<b>10 – 12 June 2025</b> <i>(EIU Exam: 13 June 2025)</i>	-
19.	<b>Building Contract Electrical Wiring (BCEW)</b> <i>(Certification course by EIU, Ministry of Utility &amp; Telecommunication Sarawak)</i>	3 days + 1 day exam	<b>8 – 10 July 2025</b> <i>(EIU Exam: 11 July 2025)</i>	-
20.	<b>Building Contract Electrical Wiring (BCEW)</b> <i>(Certification course by EIU, Ministry of Utility &amp; Telecommunication Sarawak)</i>	3 days + 1 day exam	<b>18 – 20 Nov 2025</b> <i>(EIU Exam: 21 Nov 2025)</i>	-
21.	<b>Electric Motor Control Practical Training</b>	3 days	<b>20 – 22 October 2025</b>	MBOT
22.	<b>Low Voltage (LV) Main Switchboard (MSB) &amp; Auxiliaries Services &amp; Maintenance</b>	2 days	<b>29 – 30 July 2025</b>	MBOT
23.	<b>Testing, Trouble Shooting, Maintenance of single &amp; three phase electrical installation</b>	3 days	<b>26 – 28 August 2025</b>	MBOT
24.	<b>Electric Safety &amp; Fire Prevention in the Workplace</b>	1 day	Contact Adrian @ 016-8661017 for more info	

<b>Communication &amp; Presentation Skills</b>			
No.	Course Title	Duration	Schedule
1.	Developing Your Communication & Presentation Skills at the Workplace	2 days	Contact Alicia @ 016-6152268 for more info
2.	From Confusion to Clarity: Maximising Instructions Effectiveness in the Workplace	1 day	
3.	Advance Minutes Writing Workshop	2 days	12 – 13 March 2025
4.	Advance Minutes Writing Workshop	2 days	24 – 25 June 2025
5.	Public Speaking Skills Workshop	2 days	26 – 27 March 2025
6.	Public Speaking Skills Workshop	2 days	16 – 17 July 2025

<b>Leadership Development, Supervisory Skills &amp; HR Training</b>			
No.	Course Title	Duration	Schedule
1.	Training Needs Analysis (TNA) <i>(For HR Managers/Executives/Section Heads/Leaders)</i>	2 days	For in-house training, contact Alicia @ 016-6152268 for more info
2.	Interview Skill for Non-HR Personnel	2 days	
3.	Leadership Development Programme <i>(Develop leaders within your organization)</i>	2 days	
4.	Mentoring in the Workplace: Creating a Dynamic Personal Development Culture for you and Your Organisation	2 days	
5.	Developing Your Supervisory Skills	2 days	



<b>PIPE FITTER</b>			
<b>(Certification course by Ministry of Utility &amp; Telecommunication Sarawak)</b>			
<i>*(Include Contractor Continuous Development (CCD) points awarded by CIDB &amp; CPD points awarded by MBOT)</i>			
No.	Course Title	Duration	Training Sessions
1.	Pipe Fitter	5 days + 2 days exam	20 – 24 January 2025 * (Exam Period: 17 – 20 February 2025)
			17 – 21 March 2025 * (Exam Period: 7 – 10 April 2025)
			5 – 9 May 2025 * (Exam Period: 9 – 12 June 2025)
			4 – 8 August 2025 * (Exam Period: 25 – 28 August 2025)
			22 – 26 September 2025 * (Exam Period: 13 – 16 October 2025)

<b>MAINS LAYER</b>			
<b>(Certification course by Ministry of Utility &amp; Telecommunication Sarawak)</b>			
<i>*(Include Contractor Continuous Development (CCD) points awarded by CIDB &amp; CPD points awarded by MBOT)</i>			
No.	Course Title	Duration	Training Sessions
1.	Mains Layer	5 days + 2 days exam	24 – 28 February 2025 * (Exam Period: 10 – 14 March 2025)
			21 – 25 April 2025 * (Exam Period: 19 – 23 May 2025)
			16 – 20 June 2025 * (Exam Period: 7 – 11 July 2025)
			18 – 22 August 2025 * (Exam Period: 8 – 12 September 2025)
			20 – 24 October 2025 * (Exam Period: 3 – 7 November 2025)
			17 – 21 November 2025 * (Exam Period: 1 – 5 December 2025)

**NOTE:**

\* For more info on course outline and course fee, contact:

Alicia at 016-6152268 / [alicia.lkc@sarawakskills.edu.my](mailto:alicia.lkc@sarawakskills.edu.my)

Adrian at 016-8661017 / [adrian@sarawakskills.edu.my](mailto:adrian@sarawakskills.edu.my)

\* Certificate of Completion will be issued to participants

\* Courses are HRD Corp approved under HRD Claimable Courses (HRDCC- SBL Khas)

\* Refreshments/Lunches are provided for our training

\* Contractor Continuous Development (CCD) Points from CIDB Malaysia & Continuous Professional Development (CPD) points from MBOT available for certain courses



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HRD Corp Claimable Courses (HRDCC)



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