



TRAINING SCHEDULE (TRAINING VENUE: SARAWAK SKILLS KUCHING) JULY 2025 – DECEMBER 2025 (PUBLIC COURSES)

as at 3 July 2025 rv 5.2



Highlights:

- Mastering Compliance: Understanding the Labour Ordinance of Sarawak (Amendment) Act 2025 on 19-20 AUGUST 2025
- Hydrogen Fuel Cell Vehicle Training on 31 JULY 2025
- Microsoft Project (Advance) Training in SEPTEMBER and NOVEMBER 2025
- Strengthening Your Digital Marketing & Brand Identity Training in 21 – 22 OCTOBER 2025
- Leveraging ChatGPT for Strategic Decision-Making Training on 24 SEPTEMBER 2025
- Certificate of Service Technician Programme (CSTP) for HVAC – Programme approved by Department of Environment (DOE) in AUGUST & NOVEMBER 2025
- Basic Mains Laying Techniques for Water Distribution Systems: A Practical Training in JULY, OCTOBER & NOVEMBER 2025
- Building Contract Electrical Wiring (BCEW) training with EIU Competency exam in JULY & NOVEMBER 2025
- Wireman G2, Wireman G1, Chargeman L1 & more.....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 JULY 2025 – DECEMBER 2025 (PUBLIC COURSES) (rv 5.2)

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

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Adrian at 016-8661017 / adrian@sarawakskills.edu.my

Solution-Focused Training: Harnessing the Power of EXCEL

No.	Course Title	Duration	Schedule
1.	Excel: Basic & Intermediate	3 days	29 – 31 July 2025
2.	Excel: Basic & Intermediate	3 days	26 – 28 August 2025
3.	Excel: Basic & Intermediate	3 days	23 - 25 Sep 2025
4.	Excel: Basic & Intermediate	3 days	28 – 30 Oct 2025
5.	Excel: Basic & Intermediate	3 days	25 – 27 Nov 2025
6.	MASTERING DATA ANALYSIS USING MICROSOFT POWER BI	3 days	8 – 10 July 2025
7.	MASTERING DATA ANALYSIS USING MICROSOFT POWER BI	3 days	14 – 16 October 2025

Solution-Focused Training: Impactful Presentation & Word Processing

No.	Course Title	Duration	Schedule
1.	Creating Infographics using Powerpoint	2 days	22 – 23 Sep 2025
2.	Powerpoint: Basic & Intermediate	3 days	21 – 23 Oct 2025
3.	Word: Basic & Intermediate	3 days	18 – 20 Nov 2025

Environmental, Social & Corporate Governance (ESG)

No.	Course Title	Duration	Schedule
1.	Sustainability & ESG 101	2 days	Contact Adrian @ 016-8661017 for more info
2.	Business Case for Sustainability	2 days	
3.	Leadership in ESG	1 day	

Underground Utility Detection

No.	Course Title	Duration	Schedule
1.	Underground Utility Detection Operation (Category: Non-Competency / Reskilling & Upskilling)	5 days	Contact Adrian @ 016-8661017 for more info

Digital Marketing & Brand Identity

No.	Course Title	Duration	Schedule
1.	Strengthening Your Digital Marketing and Brand Identity	2 days	21 – 22 Oct 2025
2.	Creative Content: Visual Design & Video Production	3 days	25 – 27 August 2025

Life Saving Skills			
No.	Course Title	Duration	Schedule
1.	Basic First Aid & CPR (First Aider Certificate from Malaysian Red Crescent Society)	2 days	12 – 13 August 2025
2.	Basic First Aid & CPR (First Aider Certificate from Malaysian Red Crescent Society)	2 days	30 Sep – 1 Oct 2025
3.	Basic First Aid & CPR (First Aider Certificate from Malaysian Red Crescent Society)	2 days	26 – 27 November 2025
4.	Incident Investigation & Prevention	2 days	12 – 13 August 2025
5.	Hearing Conservation Administrator (HCA)	1 day	22 September 2025
6.	Awareness on Safe Handling of Chemical	1 day	6 October 2025
7.	Chemical Handling & Spill Control	2 days	Contact Adrian @ 016-8661017 for more info
8.	Emergency Response Team Training	2 days	Contact Adrian @ 016-8661017 for more info

Mastering the Future: Empowering Business Minds with Artificial Intelligence (AI) Brilliance			
No.	Course Title	Duration	Schedule
1.	AI for Business Professionals (Certification by CERTNEXUS)	2 days	Contact Adrian @ 016-8661017 for more info
2.	Leveraging ChatGPT for Strategic Decision-Making	1 day	24 September 2025

Information Communication Technology (ICT): Copper & Fibre Cabling			
No.	Course Title	Duration	Schedule
1.	Certified Cabling Test Technicians (CCTT) (Certification by Fluke Networks)	2 days	8 – 9 July 2025

Telecommunication			
No.	Course Title	Duration	Schedule
1.	Fibre Optics: Installation, Testing, Commissioning & Maintenance	2 days	Contact Adrian @ 016-8661017 for more info
2.	Fundamentals of Microwave Transmission	1 day	
3.	Network Operations Centre (NOC) Operations & Service Management	1 day	
4.	Project Management in Telecommunications	1 day	

Programming			
No.	Course Title	Duration	Schedule
1.	Programmable Logic Control (PLC) Practical Training (Basic)	2 days	10 – 11 Sep 2025
2.	Programmable Logic Control (PLC) Practical Training (Intermediate)	2 days	5 – 6 Aug 2025
3.	Programmable Logic Control (PLC) Practical Training (Intermediate)	2 days	29 – 30 Oct 2025
4.	Programmable Logic Control (PLC) Practical Training (Advance)	2 days	24 – 25 Sep 2025
5.	Programmable Logic Control (PLC) Practical Training (Advance)	2 days	1 – 3 Dec 2025
6.	PLC Troubleshooting Skills in Automation System	3 days	7 – 9 Oct 2025

Technical Training: Split Unit Air-Conditioner & HVAC

No.	Course Title	Duration	Schedule
1.	Split Unit Air-Conditioner Installation, Commissioning, Troubleshooting, Service Maintenance	3 days	9 – 11 Sep 2025
2.	Split Unit Air-Conditioner Installation, Commissioning, Troubleshooting, Service Maintenance	3 days	7 - 9 Oct 2025
3.	Split Unit Air-Conditioner Installation, Commissioning, Troubleshooting, Service Maintenance	3 days	4 – 6 Nov 2025
4.	Split Unit Air-Conditioner Installation, Commissioning, Troubleshooting, Service Maintenance	3 days	2 – 4 Dec 2025
5.	Certificate of Service Technician Programme (CSTP) for HVAC (Approved by Department of Environment (DOE) – Include DOE competency exam)	3 days	12 – 14 Aug 2025
6.	Certificate of Service Technician Programme (CSTP) for HVAC (Approved by Department of Environment (DOE) – Include DOE competency exam)	3 days	18 – 20 Nov 2025

TECHNICAL: PRACTICAL TRAINING ON WATER PIPE FITTING & MAINS LAYING

No.	Course Title	Duration	Schedule
1.	Basic Water Pipe Fitting	2 days	16 - 17 July 2025
2.	Basic Water Pipe Fitting	2 days	17 – 18 Sep 2025
3.	Basic Water Pipe Fitting	2 days	26 – 27 Nov 2025
4.	Basic Mains Laying Techniques for Water Distribution Systems: A Practical Training	3 days	29 – 31 July 2025
5.	Basic Mains Laying Techniques for Water Distribution Systems: A Practical Training	3 days	1 – 3 Oct 2025
6.	Basic Mains Laying Techniques for Water Distribution Systems: A Practical Training	3 days	12 – 14 Nov 2025

Technical Training: Welding Skills

No.	Course Title	Duration	Schedule
1.	Welding Skills for Maintenance Personnel	2 days	26 – 27 August 2025

Technical Training: HYDROGEN VEHICLE AWARENESS

No.	Course Title	Duration	Schedule
1.	Hydrogen Fuel Cell Vehicle Safety and Awareness Training	1 day	31 July 2025
2.	Hydrogen Fuel Cell Vehicle Safety and Awareness Training	1 day	26 Nov 2025

Project Management Application Software

No.	Course Title	Duration	Schedule
1.	Microsoft Project (Basic & Intermediate)	3 days	30 June – 2 July 2025
2.	Microsoft Project (Basic & Intermediate)	3 days	19 – 21 August 2025
3.	Microsoft Project (Advance)	3 days	8 – 10 Sep 2025
4.	Microsoft Project (Advance)	3 days	3 – 5 Nov 2025

Technical Drawing: AutoCAD			
No.	Course Title	Duration	Schedule
1.	AutoCAD Level 1 (Beginner)	3 days	19 – 21 Aug 2025
2.	AutoCAD Level 1 (Beginner)	3 days	30 Sep - 2 Oct 2025
3.	AutoCAD Level 2 (Intermediate)	3 days	28 – 30 October 2025
4.	AutoCAD Level 3 (Advance)	3 days	15 – 17 July 2025
5.	AutoCAD Level 3 (Advance)	3 days	25 – 27 Nov 2025

PIPE FITTER (Certification course by Ministry of Utility & Telecommunication Sarawak) <i>*(Include Contractor Continuous Development (CCD) points awarded by CIDB)</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)

MAINS LAYER (Certification course by Ministry of Utility & Telecommunication Sarawak) <i>*(Include Contractor Continuous Development (CCD) points awarded by CIDB)</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)

Technical Training: Electrical

No.	Course Title	Duration	Schedule
1.	Basic Electrical Installation for Beginners	3 days	5 – 7 August 2025
2.	Basic Electrical Installation for Beginners	3 days	7 – 9 October 2025
3.	Basic Electrical Installation for Beginners	3 days	2 – 4 December 2025
4.	Wireman Grade 2 (Single Phase) (Certification course by EIU, Ministry of Utility & Telecommunication Sarawak)	5 days	11 – 15 August 2025 (EIU Exam period: 19 – 21 Aug 2025)
5.	Wireman Grade 2 (Single Phase) (Certification course by EIU, Ministry of Utility & Telecommunication Sarawak)	5 days	13 – 17 October 2025 (EIU Exam period: 21 – 23 Oct 2025)
6.	Wireman Grade 1 (Three Phase) (Certification course by EIU, Ministry of Utility & Telecommunication Sarawak)	5 days	14 – 18 July 2025 (EIU Exam period: 23 – 24 July 2025)
7.	Wireman Grade 1 (Three Phase) (Certification course by EIU, Ministry of Utility & Telecommunication Sarawak)	5 days	8 – 12 Sep 2025 (EIU Exam period: 17 – 18 Sep 2025)
8.	Wireman Grade 1 (Three Phase) (Certification course by EIU, Ministry of Utility & Telecommunication Sarawak)	5 days	3 – 7 November 2025 (EIU Exam period: 11 – 12 Nov 2025)
9.	Chargeman L1 (Industrial) S3/2025 (Certification course by EIU, Ministry of Utility & Telecommunication Sarawak)	12 days	5-7 Aug, 3-4 Sep, 23-25 Sep, 1-2 Oct, 7-8 Oct 2025 (EIU Exam period: 14 – 16 Oct 2025)
10.	Building Contract Electrical Wiring (BCEW) (Certification course by EIU, Ministry of Utility & Telecommunication Sarawak)	3 days + 1 day exam	8 – 11 July 2025 (EIU Exam: 11 July 2025)
11.	Building Contract Electrical Wiring (BCEW) (Certification course by EIU, Ministry of Utility & Telecommunication Sarawak)	3 days + 1 day exam	18 – 21 Nov 2025 (EIU Exam: 21 Nov 2025)
12.	Electric Motor Control Practical Training	3 days	20 – 22 October 2025
13.	Low Voltage (LV) Main Switchboard (MSB) & Auxiliaries Services & Maintenance	2 days	29 – 30 July 2025
14.	Testing, Trouble Shooting, Maintenance of single & three phase electrical installation	3 days	26 – 28 August 2025
15.	Electric Safety & Fire Prevention in the Workplace	1 day	Contact Adrian @ 016-8661017 for more info

Solar-Powered System

No.	Course Title	Duration	Schedule
1.	Stand-alone Solar-Powered System (Off-Grid)	2 days	Contact Adrian @ 016-8661017 for more info

Communication & Presentation Skills			
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	8 – 9 Sep 2025
4.	Advance Minutes Writing Workshop	2 days	24 – 25 Nov 2025
5.	Public Speaking Skills Workshop	2 days	16 – 17 July 2025
6.	Public Speaking Skills Workshop	2 days	29 – 30 Sep 2025
7.	Public Speaking Skills Workshop	2 days	17 – 18 Nov 2025

Leadership Development, Supervisory Skills & HR Training			
No.	Course Title	Duration	Schedule
1.	Training Needs Analysis (TNA) (For HR Managers/Executives/Section Heads/Leaders)	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 (Develop leaders within your organization)	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	
6.	Mastering Compliance: Understanding the Labour Ordinance of Sarawak (Amendment) Act 2025	2 days	19 – 20 August 2025

NOTE:

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

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* Certificate of Completion will be issued to participants

* Courses are HRD Corp approved under HRD Claimable Courses (HRDCC)

* Refreshments/Lunches are provided for our training

* Contractor Continuous Development (CCD) Points from CIDB Malaysia are available for certain courses.