



المؤسسة العامة للتدريب التقني والمهني  
Technical and Vocational Training Corporation

## Courses List 2020

Page 1 From 4



ركز الخليج للتدريب  
Rikaz Alkhalij Training

S	Course Name	Field	Number of Hours	Number of Days
1	Occupational Safety and Health Administration	Safety & Security	25	5
2	Occupational Safety and Health Principles	Safety & Security	15	3
3	Developing the administrative buildings safety specialist's skills & securing the work environment	Safety & Security	25	6
4	Consultant, safety and fire protection inspector	Safety & Security	60	21
5	Safety Inspector in Elevators	Safety & Security	60	21
6	Fire Resistance in Solar Systems	Safety & Security	60	21
7	Implementation of Emergency and Evacuation Plans	Safety & Security	60	21
8	Fire Fighting Networks' Design	Safety & Security	60	21
9	Early Fire Alarm Systems	Safety & Security	60	21
10	Design and Review of Safety and Fire Protection Plans	Safety & Security	60	21
11	Administration of Applied Safety	Safety & Security	60	21
12	Crises and Emergencies	Safety & Security	25	5
13	First Aid Skills	Safety & Security	10	2
14	Intellectual Security	Safety & Security	25	5
15	Arbitration in engineering and construction contracts	Legal	15	3
16	Practical Application of Arbitration in Engineering Contracts and Contracting Contracts	Legal	15	3
17	Legitimate and regulation knowledge of the arbitration claim	Legal	15	3
18	Legitimate and regulation knowledge of the arbitrator's responsibility	Legal	15	3
19	Arbitration in the sports disputes	Legal	18	3
20	Arbitration in electronic commerce contracts	Legal	25	3
21	Arbitration in oil and gas contracts	Legal	25	3
22	Arbitration in the maritime disputes	Legal	20	3
23	Design and Installation of Solar Energy Systems	(Electrical) Engineering	30	5
24	Designing and installation of the advanced solar energy systems	(Electrical) Engineering	60	30
25	Installation of the electrical household appliances	(Electrical) Engineering	60	30
26	Installation of the sanitary household appliances	(Mechanical) Engineering	60	30
27	Artificial Intelligence	Engineering (Electronics)	25	5
28	Interior Design	Engineering (Architecture)	60	30
29	Electrical Building Information Modeling (Revit MEP)	(Electrical) Engineering	40	8
30	Design of Electrical Wiring for Buildings	(Electrical) Engineering	40	8
31	Design of Lighting Systems	(Electrical) Engineering	20	5
32	Design of Light Current Systems	(Electrical) Engineering	24	6
33	Property Management System (PMS)	(Electrical) Engineering	24	6
34	Electrical Control PLC	(Electrical) Engineering	50	10
35	Elevators	(Electrical) Engineering	15	3
36	Geometric drawing using AutoCAD 2D	(Civil) Engineering	25	5
37	Structural Building Information Modeling (Revit Structure)	(Civil) Engineering	40	8
38	Design and structural analysis (SAP)	(Civil) Engineering	25	5





المؤسسة العامة للتدريب التقني والمهني  
Technical and Vocational Training Corporation

## Courses List 2020

Page 2 From 4



ركز الخليج للتدريب  
Rikaz Alkhalij Training

S	Course Name	Field	Number of Hours	Number of Days
39	Design and structural analysis (SAFE)	(Civil) Engineering	20	4
40	Design and structural analysis (ATABS)	(Civil) Engineering	30	6
41	Architecture View Lumion 5	Engineering (Architecture)	25	5
42	Architecture View and Presentation 3D Max	Engineering (Architecture)	50	10
43	Architectural Building Information Modeling Revit Architecture	Engineering (Architecture)	40	8
44	4D and 5D Modeling (Navisworks)	Engineering (Architecture)	25	5
45	Architecture View Photoshop	Engineering (Architecture)	25	5
46	Green Architecture Course LEED GA	Engineering (Architecture)	30	6
47	Technical Office Architectural Course	Engineering (Architecture)	75	15
48	Technical Office Architectural Course	Engineering (Architecture)	30	6
49	Mechanical Building Information Modeling (Revit MEP)	(Mechanical) Engineering	40	8
50	Design of HVAC systems (HAP Software)	(Mechanical) Engineering	40	8
51	Design of Firefighting Networks (Elite Software)	(Mechanical) Engineering	30	6
52	Design of Sanitary Drainage Networks	(Mechanical) Engineering	30	6
53	Maintenance of the mobile devices	Electronics	30	10
54	Maintenance of the advanced mobile devices	Electronics	60	30
55	Maintenance of Computers	Computer	60	30
56	Data entry clerk	Computer	60	30
57	Spreadsheets (Excel)	Computer	30	15
58	Microsoft Word	Computer	30	15
59	Database (Access)	Computer	30	15
60	Presentations (PowerPoint)	Computer	30	15
61	Photoshop	Computer	30	15
62	Computer Networks	Computer	30	15
63	International Certificate of Computer and Internet (IC3)	Computer	30	15
64	Syber Security Basics	Computer	25	5
65	ITIL® Foundations	Communications & IT	3	21
66	Cisco Associate-Level Courses (CCNA)	Communications & IT	5	30
67	Prince 2 foundation and practitioner	Communications & IT	5	30
68	PMI Project Management Professional (PMP)	Communications & IT	5	30
69	Certified Data Center Professional (CDCP)	Communications & IT	5	30
70	Data Center Cooling Professional	Communications & IT	3	21
71	Dashboards for Monitoring, Analyzing and Managing	Communications & IT	5	30
72	Program Management Professional (PgMP)	Communications & IT	5	30
73	Querying Microsoft SQL Server 2012/2014	Communications & IT	5	30
74	Certified Business Analysis Professional CBAP	Communications & IT	5	30
75	Certified Information Systems Security Professional -CISSP	Communications & IT	5	30
76	Information Certified Systems Auditor (CISA)	Communications & IT	5	30





S	Course Name	Field	Number of Hours	Number of Days
77	COBIT 5 Foundation and implementation	Communications & IT	5	30
78	CISM – Certified Information Security Manager	Communications & IT	5	30
79	CCSP – Certified Cloud Security Professional [ISC2]	Communications & IT	5	30
80	Data Mining with SQL Server 2012	Communications & IT	3	21
81	z/OS Basic Operations	Communications & IT	3	21
82	Cisco Professional-Level Courses (CCNP) - Track	Communications & IT	10	60
83	Writing Queries Using Microsoft SQL Server 2008 Transact-SQL	Communications & IT	5	30
84	QlikView Designer	Communications & IT	3	21
85	QlikView Developer	Communications & IT	3	21
86	Certified Data Centre Specialist	Communications & IT	3	21
87	Agile Software Development	Communications & IT	5	30
88	Certified in the Governance of enterprise it CGEIT	Communications & IT	5	30
89	Certified Change Management Professional™ (CCMP)	Communications & IT	5	30
90	DB2 for z/OS Administration	Communications & IT	3	21
91	lean six sigma green belt	Communications & IT	5	30
92	Java SE 11 Programmer	Communications & IT	5	30
93	CompTIA Cloud+	Communications & IT	3	21
94	CompTIA A+	Communications & IT	5	30
95	MCSA Windows server Track	Communications & IT	15	60
96	MySQL Database Administration	Communications & IT	5	30
97	CompTIA Network +	Communications & IT	5	30
98	Professional in Human Resources(PHRI)	Communications & IT	5	30
99	Requirements Management- A Key to Project Success	Communications & IT	4	24
100	Certified ScrumMaster® (CSM®)	Communications & IT	3	21
101	TOGAF™ 9.1 foundation and practitioner	Communications & IT	5	30
102	CompTIA security+	Communications & IT	5	30
103	WebSphere Application Server V8.5 Administration	Communications & IT	5	30
104	User & System Requirements for Successful Software Development	Communications & IT	5	30
105	Red Hat System Administration RHSA PATH (RH124) and (RH134)	Communications & IT	8	48
106	Certified in Risk and Information Systems Control	Communications & IT	5	30
107	PfMP PMI Portfolio Management Professional	Communications & IT	5	30
108	P3O Portfolio, Programme and Project Offices Certified Foundation and Practitioner	Communications & IT	5	30
109	AIPMO foundation and Practitione	Communications & IT	5	30
110	Project Management Professional (PMP)	Administrative and Finance	36	7
111	Preparing a sales representative for consumer products	Administrative and Finance	20	5
112	International Standards for the Professional Practice of Internal Auditing	Administrative and Finance	60	10
113	E - Marketing Skills	Administrative and Finance	15	3
114	Strategic planning and exploring the future	Administrative and Finance	24	3



المؤسسة العامة للتدريب التقني والمهني  
Technical and Vocational Training Corporation

## Courses List 2020

Page 4 From 4



ركاز الخليج للتدريب  
Rikaz Alkhalij Training

S	Course Name	Field	Number of Hours	Number of Days
115	Change Management	Administrative and Finance	24	3
116	Creative Thinking, Problem Analysis and Decision making	Administrative and Finance	24	3
117	Skills of Administrative Writing and Reports Preparation	Administrative and Finance	25	5
118	Executive Secretary	Administrative and Finance	25	5
119	Hospital Management Skills and Concepts	Administrative and Finance	20	5
120	Professional Business Management Basics	Administrative and Finance	20	5
121	Key Performance Indicators Management	Administrative and Finance	25	5
122	Management & Planning of Future	Administrative and Finance	2	1
123	How to Write a Font	Administrative and Finance	2	1
124	Administrative leadership	Social and Self-Development	24	3
125	Emotional Intelligence	Social and Self-Development	25	5
126	Leadership Challenge	Social and Self-Development	25	5
127	Training of Trainers (TOT)	Social and Self-Development	30	6

