

الخورزمي  
Khawarizmi  
لخدمات التدريب  
Training Solutions



## Training Calendar

*Travel, Tourism, and Aviation*  
*Healthy and Safety*

**2023**



### **Al Bahia**

Near Deerfields Mall, Al Bahia

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2023

## Training Calendar

"Travel, Tourism, Aviation, Healthy and Safety"

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S.#	Scheduled Training's	Proposed Dates of Course commencement	Total Duration of the Course (hrs)	Format of Delivery	Timing
1	<p><b>.IATA Passenger Ground Services</b></p> <p>The course is designed to complement the training requirements outlined in the IATA Airport Handling Manual (AHM), the IATA Safety Audit for Ground Operations (ISAGO) and the IATA Passenger Services Conference Resolutions Manual (PSCRM). This course is a step toward earning an IATA Diploma in Aviation Studies</p>	15/01/2023 06/02/2023 02/04/2023 05/06/2023	60	Weekdays: 2 hours per day x 3 days a week, or Weekend: 3 hours per day x 2 days	Morning window: 09:00 - 13:00 hrs Afternoon window: 13:00 - 17:00 hrs Evening window: 17:00 - 21:00 hrs
2	<p><b>.IATA Ground Operations Management</b></p> <p>The IATA Ground Operations Management course covers the many aspects of ground operations for which IATA has developed recommended industry standards and procedures, as detailed in the IATA Airport Handling Manual (AHM). Therefore, the AHM* has been included in the study kit as it is an indispensable field publication that you will refer to throughout this course and in your day-to-day duties. This course is a step toward earning an IATA Diploma in Airport Operations Foundation</p>	13/02/2023 09/04/2023 15/05/2023 02/07/2023	80	Weekdays: 2.5 hours per day x 3 days a week, or Weekend: 3.5 hours per day x 2 days	Morning window: 09:00 - 13:00 hrs Afternoon window: 13:00 - 17:00 hrs Evening window: 17:00 - 21:00 hrs
3	<p><b>.IATA Certification in Airline Cabin Crew Training</b></p> <p>Working as cabin crew for a major airline is an exciting and challenging experience. In addition to jetting off to exotic destinations, the job also requires a high degree of responsibility and specialization to ensure the safety and comfort of passengers in line with industry regulations. This course is ideal for young professionals looking to get a head start in the profession, introducing the skills and responsibilities expected by the world's leading airlines. Special emphasis is given to customer service and procedures for handling unusual situations during flight, with the final module of the course giving useful tips for completing the recruitment process.</p>	22/1/2023 06/03/2023 01/05/2023 16/07/2023	60	Weekdays: 2 hours per day x 3 days a week, or Weekend: 3 hours per day x 2 days	Morning window: 09:00 - 13:00 hrs Afternoon window: 13:00 - 17:00 hrs Evening window: 17:00 - 21:00 hrs
4	<p><b>.IATA Diploma Foundation in Travel &amp; Tourism</b></p> <p>By successfully completing the examination one would receive the Foundation in Travel and Tourism Diploma, and would also be eligible for Travel and Tourism Professional (TTP) certification. This course is offered in partnership with the United Federation of Travel Agents' Associations (UFTAA) and is endorsed by the Canadian Institute of Travel Counselors (CITC).</p>	08/01/2023 27/02/2023 30/04/2023 22/05/2023 26/06/2023	80	Weekdays: 2.5 hours per day x 3 days a week, or Weekend: 3.5 hours per day x 2 days	Morning window: 09:00 - 13:00 hrs Afternoon window: 13:00 - 17:00 hrs Evening window: 17:00 - 21:00 hrs
5	<p><b>.IATA Certification in Airport Operations</b></p> <p>The course is designed to study Operational functions at the airport and the airport issues and challenges. Sound knowledge of Rescue, Fire fighting and other support service as well as technological developments.</p>	20/02/2023 30/04/2023 22/05/2023 23/07/2023	60	Weekdays: 2 hours per day x 3 days a week, or Weekend: 3 hours per day x 2 days	Morning window: 09:00 - 13:00 hrs Afternoon window: 13:00 - 17:00 hrs Evening window: 17:00 - 21:00 hrs

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## “Travel, Tourism, Aviation, Healthy and Safety”

S.#	Scheduled Training's	Proposed Dates of Course commencement	Total Duration of the Course (hrs)	Format of Delivery	Timing
6	<p><b>.NEBOSH IGC</b></p> <p>This qualification is designed for anyone (managers, supervisors and workers) in any type of organization. It's ideal for anyone who needs a broad understanding of health and safety issues to be able to manage day-to-day risks effectively. Many people take the International General Certificate in Occupational Health and Safety (IGC) as a first step in a career in health and safety. It gives a valuable overview, and is a sound basis for further professional study.</p>	15/01/2023 20/02/2023 01/05/2023 11/06/2023	60	<p><b>Weekdays:</b> 2 hours per day x 3 days a week, or</p> <p><b>Weekend:</b> 3 hours per day x 2 days</p>	<p>Morning window: 09:00 - 13:00 hrs</p> <p>Afternoon window: 13:00 - 17:00 hrs</p> <p>Evening window: 17:00 - 21:00 hrs</p>
7	<p><b>.Global Distribution Systems Fares and Ticketing Course – AMADEUS</b></p> <p>Proficiency Certificate in Agency Ticket Sales and Settlement issued by IATA Introduction to mileage based air fares, analyzing itineraries and retrieving fares from a GDS. Course is teaching Pricing one-way and circle trip practice exercises .Limitations on indirect travel, side trips and surface sectors, Back-haul, circle trips, journeys in different classes of service and alternative fare break points. Lowest combinations, round-the-world journeys and minimum checks</p>	15/01/2023 06/02/2023 02/04/2023 05/06/2023	60	<p><b>Weekdays:</b> 2 hours per day x 3 days a week, or</p> <p><b>Weekend:</b> 3 hours per day x 2 days</p>	<p>Morning window: 09:00 - 13:00 hrs</p> <p>Afternoon window: 13:00 - 17:00 hrs</p> <p>Evening window: 17:00 - 21:00 hrs</p>
8	<p><b>.IATA Certification in Cargo Introductory Course</b></p> <p>An IATA Diploma is awarded to participants obtaining a grade of 60% or higher on all exercises and exams. A special distinction is awarded to participants obtaining a grade of 90% or higher. Air Waybill completion and basic rating. The operation of freight forwarders, The operation of airline cargo units, IATA geography, TACT, AOG, and other cargo manuals, Basic Cargo procedures</p>	15/01/2023 06/02/2023 02/04/2023 05/06/2023	60	<p><b>Weekdays:</b> 2 hours per day x 3 days a week, or</p> <p><b>Weekend:</b> 3 hours per day x 2 days</p>	<p>Morning window: 09:00 - 13:00 hrs</p> <p>Afternoon window: 13:00 - 17:00 hrs</p> <p>Evening window: 17:00 - 21:00 hrs</p>
9	<p><b>.IATA Diploma in Managing the Travel Business</b></p> <p>This Course aims at improving one's Management skills in accounting, negotiation, marketing, and product development with this flexible distance learning course from IATA. For those looking to start their own business in Travel and Tourism as well as ticketing, this is the ideal course to study.</p>	27/02/2023 30/04/2023 22/05/2023	60	<p><b>Weekdays:</b> 2 hours per day x 3 days a week, or</p> <p><b>Weekend:</b> 3 hours per day x 2 days</p>	<p>Morning window: 09:00 - 13:00 hrs</p> <p>Afternoon window: 13:00 - 17:00 hrs</p> <p>Evening window: 17:00 - 21:00 hrs</p>
10	<p><b>.IOSH MS Course</b></p> <p>Managing safely is a course for Managers and Supervisors in any sector and any Organization. It's designed to give Managers all they need to know to help them handle Health and Safety in their teams. The flexible new high impact program covers all the main Health and Safety issues, and includes a session tackling the environment too.</p>	19/02/2023 20/03/2023 30/04/2023 12/06/2023 16/07/2023	15	<p><b>Weekdays:</b> 3 hours per day x 5 days a week, or</p> <p><b>Weekend:</b> 8 hours per day x 2 days</p>	<p>Morning window: 09:00 - 13:00 hrs</p> <p>Afternoon window: 13:00 - 17:00 hrs</p> <p>Evening window: 17:00 - 21:00 hrs</p>