

March

2018

Course Name	Course Description	Target Audience	Days	Date
Compliance Functions	<ul style="list-style-type: none">• Basic concepts of compliance functions• Bank's compliance policy	All Employees	1	3/4/2018
Professional Business Etiquette Skills	<ul style="list-style-type: none">• Enhance employees image and reputation through presenting themselves properly.• Build confidence to get the needed results.• Build Professional, stronger and longer lasting business relationships.• Being Comfortable around others and making others comfortable around them.• Knowledge of the etiquette in areas such as Business meetings and greetings, dining, gift giving, exchanging business cards.	All Levels	2	3/11/2018
The Art of Improving People Behavior	<ul style="list-style-type: none">• Have a better understanding of your own management style• Learn how to identify the different people behavioral styles• Practice how to adapt and influence people behavior	All Managers who are responsible to achieve results through people	2	3/14/2018
Strategic Planning for SME Banking	<p>This course will explain the compelling importance for entering (or further developing) SME banking for banks ; teach the key techniques and success factors (at international best practices) which are needed to make profits in SME banking; and map out an implementation plan, including change management techniques, for moving forward on SME banking.</p>	Bankers working in SME, retail, corporate and credit departments who have, or will have, SME Responsibilities	3	3/18/2018
SME Portfolio Management & Monitoring	<p>Proper monitoring systems as well as efficient loan work-out schemes are an important element of effective SME Finance for financial institutions. Key approaches will be laid out and effective instruments will be presented.</p>	SME Banking departments	3	3/25/2018