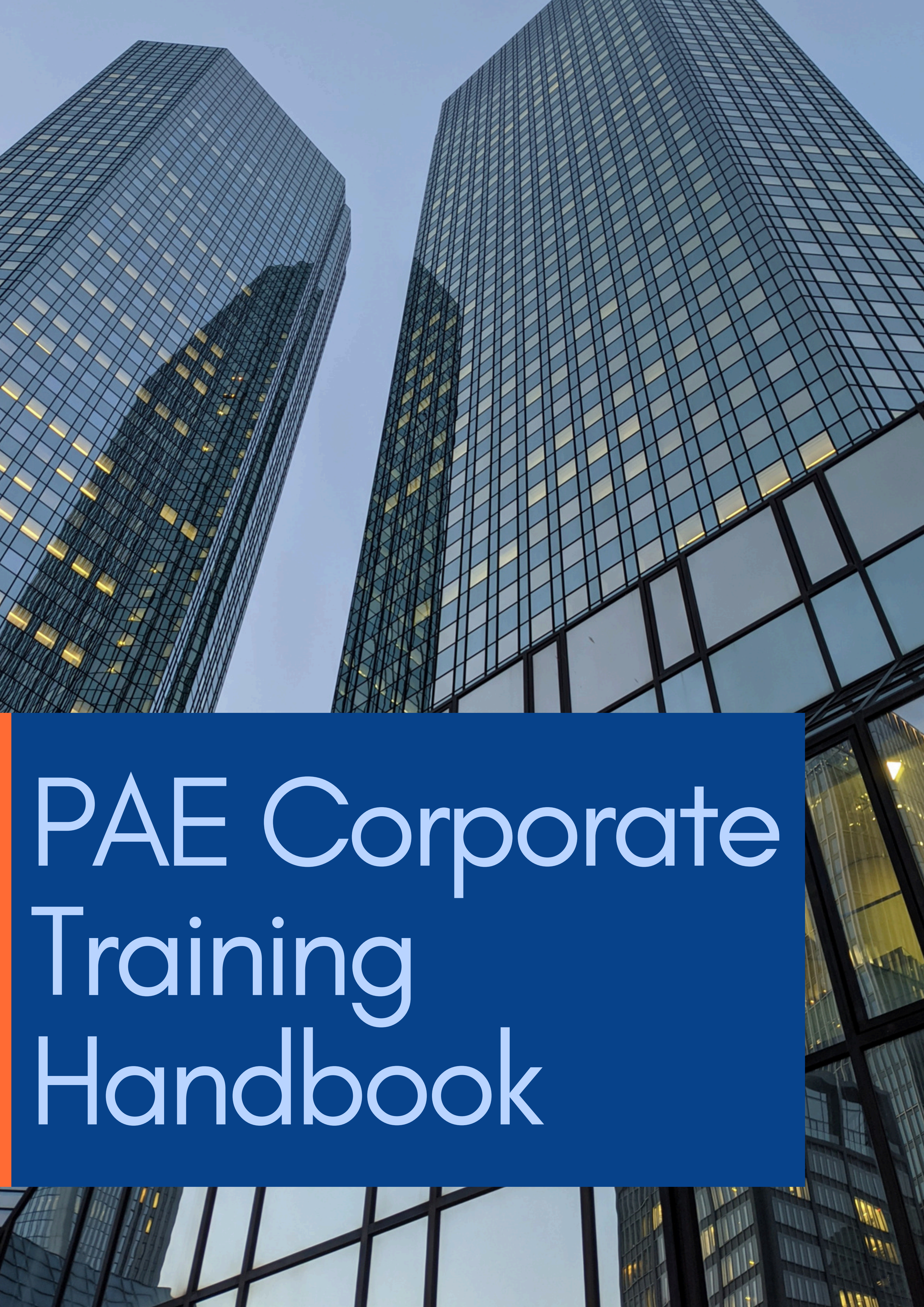


PAE Corporate Training Handbook

Providing Solutions to Organisational Challenges

Pinnacle Amofaba Education Services
The Hubb Business Center 335 – 351 South Rainham Road
Dagenham. RM13 9DG
+44794 7152878 / +4420 46100 720
Email : info@paetraining.com
Website : www.paetraining.com

Table of Contents

Welcome to PAE Training!

It is my distinct pleasure to welcome you to PAE Training, a dynamic and forward-thinking organisation dedicated to developing professional excellence and inspiring tomorrow's leaders.

At PAE Training, we firmly believe that high-quality learning is a powerful catalyst for individual transformation, organisational performance, and sustainable global impact. As a UK-based training and professional development provider with a strong international outlook, PAE Training is committed to delivering learning solutions that are relevant, practical, and outcomes-driven.

Our Programmes are deliberately designed to bridge the gap between theory and practice, equipping professionals with the skills, confidence, ethical awareness, and strategic mindset required to succeed in today's complex and rapidly evolving global environment.

We work closely with industry practitioners, organisations, and institutions to ensure our courses reflect real-world challenges and emerging trends across multiple sectors. Whether delivered through open programmes, executive education, or bespoke in-house solutions, our training is shaped by evidence-based practice and facilitated by experienced professionals who understand the demands of modern leadership and organisational growth. At the heart of PAE Training is a commitment to flexibility, inclusivity, and excellence. We take pride in offering tailored learning experiences that support continuous professional development, innovation, and responsible leadership.

Our diverse client base and international partnerships enable us to create meaningful learning communities that foster collaboration, critical thinking, and long-term value creation.

On behalf of the entire PAE Training team, I invite you to engage fully with our learning opportunities and become part of a community committed to lifelong learning and leadership excellence. We look forward to supporting your professional journey and working with you to transform skills for global excellence.

Best regards,
Dr Emmanuel Mensah Asiedu
Chief Executive Officer (CEO)
PAE Training

Company Overview

About PAETraining

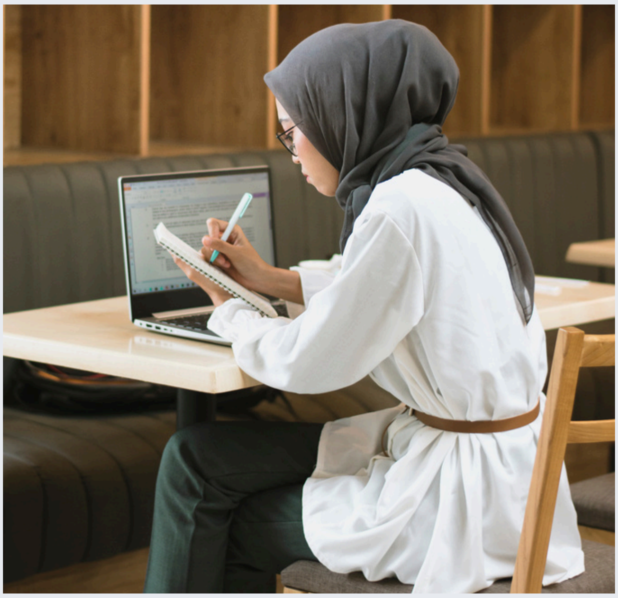
PAE Training is a UK-registered training and professional development organisation, established in 2018, with a strong track record of delivering high-impact learning and organisational solutions. Since its inception, PAE Training has remained committed to enhancing professional competence, leadership capability, and organisational effectiveness across diverse industries and geographical contexts.

As a UK-based training and professional development provider with an international outlook, PAE Training works closely with industry practitioners, organisations, and institutions to deliver learning that is relevant, practical, and results-focused. The organisation adopts a flexible delivery model, offering open courses, executive education, and bespoke in-house solutions across a wide range of sectors, tailored to meet specific organisational needs'

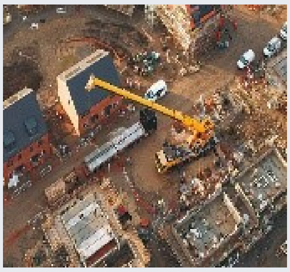
Training is positioned as a strategic partner that provides solutions to organisational challenges—an ethos reflected in its slogan. The organisation recognises that today's institutions operate within increasingly complex, competitive, and uncertain environments. In response, PAE Training designs interventions that address real business problems, enhance performance, and support sustainable growth.

Central to PAE Training's value proposition is its global pool of highly experienced training and consulting professionals, drawn from academia, industry, and professional practice. These experts support the organisation in delivering high-quality programmes that effectively respond to contemporary organisational and leadership challenges.

In conclusion, PAE Training is a solutions-driven organisation, purposefully positioned to support businesses and institutions in navigating the complex organisational challenges arising from the dynamic environments in which modern organisations operate.



THE SECTORS WE OPERATE IN

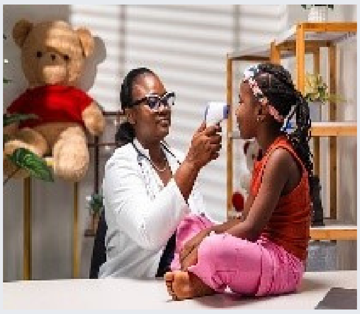













Value Proposition of PAE Training

Are we different? - We Are Different

Providing Solutions to Today and Future Business Challenges

Step 1: Understanding Today's Business Reality
PAE Training begins by analysing the complex, competitive, and fast-changing environments in which modern organisations operate. We focus on real business challenges rather than generic training.

Step 2: Designing Solutions, Not Just Training
In line with our slogan, we deliver practical solutions to organisational challenges by designing interventions that directly improve performance, capability, and results.

Step 3: Bridging Theory with Practice
Our programmes integrate academic credibility with real-world application, ensuring learning can be applied immediately within the workplace.

Step 4: Leveraging a Global Pool of Experts
PAE Training works with experienced professionals worldwide, bringing international insights and best practices to meet contemporary organisational challenges.

Step 5: Flexible and Bespoke Delivery
We offer open programmes, executive education, and customised in-house solutions designed around each organisation's specific needs.

Step 6: Enabling Sustainable Impact
PAE Training partners with organisations to build long-term capability, leadership resilience, and sustainable growth in complex business environments

LEADERSHIP AND MANAGEMENT DEVELOPMENT

Corporate Finance

Course Overview

This comprehensive programme develops advanced capabilities in corporate financial strategy and decision-making. Participants explore sophisticated approaches to capital allocation, funding optimisation, and value creation for diverse stakeholder groups. The curriculum bridges theoretical frameworks with practical application, enabling finance professionals to navigate complex financial landscapes and drive strategic growth.

Through detailed case analysis and interactive workshops, delegates master techniques for evaluating organisational financial health, constructing optimal capital structures, and managing treasury operations strategically. The course emphasises the evolving role of corporate finance in shaping competitive positioning, managing stakeholder relationships, and ensuring sustainable business performance in dynamic market conditions.

Attendees gain proficiency in applying international financial reporting standards, conducting rigorous ratio analysis, and developing funding strategies that balance risk with growth objectives. The programme equips participants to contribute meaningfully to strategic discussions, communicate financial insights persuasively, and position finance as a driver of organisational success rather than merely a control function.

Who Should Attend?

- Finance directors and senior financial managers shaping corporate strategy
- Treasury professionals expanding their strategic influence within organisations
- Strategic planning specialists requiring deeper financial expertise
- Financial controllers and chief accountants moving into strategic roles
- Investment managers and analysts evaluating corporate performance
- Internal audit professionals assessing financial strategy and governance
- Risk managers integrating financial considerations into enterprise risk frameworks
- Business unit leaders seeking to strengthen financial acumen

Learning Outcomes

Upon completing this programme, participants will be able to:

- Analyse financial statements using comprehensive ratio analysis and interpret performance trends
- Evaluate capital structure alternatives and determine optimal debt-equity configurations
- Apply valuation methodologies to assess investment opportunities and strategic initiatives
- Develop funding strategies aligned with organisational risk appetite and growth plans
- Assess stakeholder value creation beyond traditional shareholder-centric models
- Integrate PESTLE analysis into financial risk assessment and strategic planning
- Design treasury functions that deliver strategic value and operational excellence
- Communicate complex financial concepts to non-financial executives and boards
- Apply dividend policy frameworks that balance shareholder returns with reinvestment needs
- Navigate capital markets effectively for equity and debt financing

Financial Risks Management

Course Overview

This intensive programme builds sophisticated capabilities in identifying, assessing, and mitigating financial risks across diverse organisational contexts. Participants explore comprehensive risk frameworks that span market volatility, credit exposures, liquidity constraints, and operational vulnerabilities. The curriculum emphasises practical application of risk methodologies that protect organisational value while enabling strategic growth.

Delegates master techniques for implementing risk-based compliance systems, conducting risk assessments that inform strategic decisions, and establishing monitoring mechanisms that provide early warning of emerging threats. Through case studies drawn from financial crises and risk management failures, participants learn to anticipate risk scenarios, develop contingency plans, and build organisational resilience. The course addresses the evolving regulatory landscape governing financial institutions, teaching professionals to navigate complex compliance requirements while maintaining operational agility. Attendees develop skills in communicating risk insights to boards and senior management, establishing risk culture, and integrating risk considerations into strategic planning and performance management systems.

Who Should Attend?

- Chief risk officers and enterprise risk management directors
- Financial risk managers and risk analysts in banking and finance
- Compliance officers managing regulatory risk and adherence
- Internal auditors evaluating risk management effectiveness
- Treasury managers responsible for financial risk exposures
- Senior executives with risk governance responsibilities
- Legal department managers addressing regulatory and compliance matters
- Board members overseeing organisational risk appetite and frameworks

Learning Outcomes

Upon completing this programme, participants will be able to:

- Design comprehensive risk management frameworks aligned with organisational strategy
- Identify and classify diverse financial risk categories using standardised taxonomies
- Conduct quantitative and qualitative risk assessments with appropriate methodologies
- Develop risk mitigation strategies employing the four Ts: Treat, Transfer, Tolerate, Terminate
- Implement market risk measurement and management techniques including VaR analysis
- Execute credit risk evaluation processes and establish effective credit controls
- Design liquidity risk frameworks that ensure funding stability
- Navigate regulatory requirements including Basel III, MiFID II, and local supervisory standards
- Establish risk-based compliance programmes with appropriate controls and monitoring
- Conduct effective internal investigations and maintain audit-ready documentation
- Communicate risk exposures and mitigation strategies to diverse stakeholder groups

Corporate Governance for Financial Institutions

Course Overview

This specialised programme examines governance frameworks specific to financial institutions, where stakeholder trust, regulatory scrutiny, and systemic importance demand exemplary governance standards. Participants explore board structures, committee effectiveness, and accountability mechanisms that ensure prudent decision-making and stakeholder protection in banking, insurance, and investment management contexts.The curriculum addresses governance challenges unique to financial services, including managing conflicts of interest, ensuring board independence, and embedding conduct and culture expectations throughout organisations. Through analysis of governance failures that precipitated financial crises, delegates learn to design governance systems that prevent malfeasance, promote ethical behaviour, and support sustainable performance. Attendeesdevelop expertise in translating regulatory governance requirements into practical implementation, establishing senior manager accountability regimes, and creating board evaluation processes that drive continuous improvement. The course emphasises the role of governance in building stakeholder confidence, protecting institutional reputation, and supporting long-term value creation in complex financial environments.

Who Should Attend?

- Board members and non-executive directors of financial institutions
- Company secretaries and corporate governance professionals
- Compliance officers implementing governance requirements
- Chief executive officers and senior executives with governance responsibilities
- Internal auditors assessing governance effectiveness
- Risk managers integrating governance into risk frameworks
- Investor relations professionals communicating governance practices
- Legal counsel advising on governance and regulatory matters

Learning Outcomes

Upon completing this programme, participants will be able to:

- Design board structures with appropriate committee configurations and clear mandates
- Implement senior manager and certification regimes ensuring individual accountability
- Establish board evaluation processes that enhance effectiveness and capability
- Embed conduct and culture expectations into governance frameworks and practices
- Design whistleblowing and speak-up mechanisms that encourage reporting
- Align remuneration structures with long-term performance and risk considerations
- Navigate governance codes, regulatory requirements, and supervisory expectations
- Measure and report on culture indicators to oversight bodies
- Manage conflicts of interest and ensure board independence
- Prepare for regulatory examinations and governance reviews
- Apply governance principles from multiple jurisdictions and frameworks

Business Management Strategic Management

Course Overview

This advanced programme examines how organisations translate strategic ambition into operational reality through disciplined execution and performance management. Participants explore the practical challenges of strategy implementation in complex, multi-stakeholder environments where competing priorities, resource constraints, and organisational politics create barriers to successful delivery.

The curriculum bridges strategic thinking with operational leadership, teaching delegates to articulate compelling strategic narratives, secure stakeholder commitment, and establish measurement frameworks that track progress while enabling adaptive responses to changing circumstances. Through case analysis of successful and failed strategy implementations, attendees develop capabilities in diagnosing execution challenges and designing interventions that drive strategic outcomes.

Delegates master frameworks including OGSM (Objectives, Goals, Strategies, Measures), SWOT and PESTLE analysis, applying these tools to real organisational contexts. The course emphasises the leadership dimensions of strategy execution: building consensus across functions, making difficult trade-off decisions under uncertainty, and maintaining strategic focus during periods of change and disruption.

Who Should Attend?

- Senior managers accountable for delivering strategic initiatives
- Functional heads translating corporate strategy into departmental plans
- Strategy and planning professionals coordinating strategic processes
- Performance managers establishing measurement and monitoring systems
- Public sector leaders navigating complex stakeholder environments
- Private sector executives driving competitive positioning
- Business unit directors balancing autonomy with corporate direction
- Organisational development professionals enabling strategic change

Learning Outcomes

By completing this programme, participants will be able to:

- Articulate strategic direction in compelling narratives that inspire commitment
- Link strategic objectives to operational plans with clear accountability
- Engage diverse stakeholders in strategy execution through influence and persuasion
- Establish performance measurement systems tracking strategic progress
- Apply SWOT analysis to assess competitive positioning and strategic options
- Utilise PESTLE frameworks to anticipate environmental changes and threats
- Implement OGSM methodology translating strategy into measurable goals
- Make strategic decisions balancing risk, opportunity, and resource constraints
- Address organisational misalignment undermining strategy delivery
- Adapt strategic priorities based on performance data and environmental shifts
- Maintain strategic focus during organisational change and growth phases
- Review past strategic decisions to extract lessons for future planning.

Time Mastery & Workflow Efficiency

Course Overview

This practical programme develops systematic approaches to managing personal productivity and organisational workflow in demanding professional environments. Participants learn evidence-based techniques for prioritising competing demands, eliminating productivity barriers, and creating sustainable work systems that enhance output while reducing stress and overwhelm.

Through self-assessment exercises and time audit activities, delegates identify personal productivity patterns, time-wasting habits, and opportunities for improvement. The curriculum explores proven frameworks including the Eisenhower Matrix, ABC prioritisation, and time blocking, teaching participants to distinguish truly important work from merely urgent distractions. Attendees develop skills in managing interruptions without appearing unavailable, delegating appropriately to leverage team capability, and establishing boundaries that protect focus time. The course addresses workflow optimisation at both individual and team levels, examining how processes can be streamlined, automation opportunities identified, and collaboration enhanced through better systems and practices.

Who Should Attend?

- Professionals overwhelmed by competing demands and time pressures
- Managers responsible for personal and team productivity improvement
- Business leaders seeking to optimise organisational workflows
- Knowledge workers struggling with workload management and prioritisation
- Project coordinators managing multiple concurrent initiatives
- Entrepreneurs building efficient business operations
- Executive assistants coordinating complex schedules and workflows
- Anyone seeking to accomplish more while working less reactively

Learning Outcomes

By completing this programme, participants will be able to:

- Apply time management principles to enhance personal productivity
- Identify and eliminate personal time-wasting behaviours and habits
- Prioritise tasks using the Eisenhower Matrix urgent-important framework
- Implement ABC categorisation for task prioritisation and scheduling
- Execute time blocking techniques protecting focus for important work
- Design efficient workflows eliminating redundant steps and delays
- Identify opportunities for task automation and process improvement
- Apply batch processing principles to reduce context switching costs
- Create productivity systems supporting consistent high performance
- Manage interruptions without damaging relationships or availability perceptions
- Establish boundaries protecting concentrated work periods
- Handle email and communication overload through systematic approaches
- Delegate tasks effectively considering capability and development opportunities
- Build daily routines and habits supporting sustained productivity

Influencing, Assertiveness & Negotiation

Course Overview

Build sophisticated influence, assertiveness, and negotiation capabilities essential for achieving outcomes without relying on positional authority. This practical programme teaches participants to persuade stakeholders, communicate needs confidently, navigate difficult conversations, and negotiate agreements delivering mutual value in complex organisational and commercial contexts.

Who Should Attend?

- Professionals overwhelmed by competing demands and time pressures
- Managers responsible for personal and team productivity improvement
- Business leaders seeking to optimise organisational workflows
- Knowledge workers struggling with workload management and prioritisation
- Project coordinators managing multiple concurrent initiatives
- Entrepreneurs building efficient business operations
- Executive assistants coordinating complex schedules and workflows
- Anyone seeking to accomplish more while working less reactively

Learning Outcomes

By completing this programme, participants will be able to:

- Apply time management principles to enhance personal productivity
- Identify and eliminate personal time-wasting behaviours and habits
- Prioritise tasks using the Eisenhower Matrix urgent-important framework
- Implement ABC categorisation for task prioritisation and scheduling
- Execute time blocking techniques protecting focus for important work
- Design efficient workflows eliminating redundant steps and delays
- Identify opportunities for task automation and process improvement
- Apply batch processing principles to reduce context switching costs
- Create productivity systems supporting consistent high performance
- Manage interruptions without damaging relationships or availability perceptions
- Establish boundaries protecting concentrated work periods
- Handle email and communication overload through systematic approaches
- Delegate tasks effectively considering capability and development opportunities
- Build daily routines and habits supporting sustained productivity

Competition Law and Regulatory Compliance

Course Overview

This comprehensive programme equips legal and compliance professionals with advanced expertise in navigating the complex landscape of anti-trust legislation and market competition regulations. Participants develop the capability to ensure their organizations operate within the boundaries of fair competition laws while maintaining competitive advantage in domestic and international markets.

The curriculum examines critical aspects of cartel prohibition, abuse of market dominance, and anti-competitive agreements across multiple jurisdictions. Attendees gain deep understanding of regulatory frameworks governing mergers, acquisitions, and corporate consolidations, including filing requirements, review processes, and remedies imposed by competition authorities. The course emphasizes practical application of competition principles to business transactions and commercial strategies.

Through detailed case analysis and interactive workshops, delegates master the development of robust compliance programmes that prevent anti-competitive conduct and mitigate enforcement risks. The programme addresses regulatory investigation procedures, authority powers, and effective response strategies when facing competition law inquiries. Participants learn to balance commercial objectives with legal constraints, developing internal policies and training frameworks that embed competition compliance throughout their organizations.

Who Should Attend?

- Corporate legal advisors and in-house counsel
- Compliance officers specializing in competition law
- Regulatory affairs specialists and managers
- Business development executives in competitive markets
- Mergers and acquisitions professionals and deal advisors
- Corporate executives with regulatory oversight responsibilities
- Risk management specialists handling anti-trust exposure

Learning Outcomes

Upon completing this course, participants will be able to:

- Interpret and apply competition law principles across multiple jurisdictions
- Identify prohibited cartel behavior and market manipulation practices
- Assess market dominance and potential abuse of dominant position
- Evaluate anti-competitive agreements and vertical restraints
- Navigate merger control regimes and notification requirements
- Implement corporate compliance programmes for competition law
- Respond effectively to regulatory investigations and enforcement actions
- Develop internal policies preventing anti-competitive conduct
- Assess legal implications of commercial strategies and transactions
- Apply competition law analysis to mergers and acquisitions
- Understand enforcement mechanisms and penalty frameworks
- Integrate competition compliance with corporate governance structures

Cyber Law and Digital Governance

Course Overview

This cutting-edge programme addresses the rapidly evolving legal landscape governing digital technologies, cybersecurity, and data privacy in the modern economy. Participants develop sophisticated understanding of regulatory frameworks applicable to networks, platforms, and digital services, equipping them to navigate the intersection of law, technology, and business innovation.

The curriculum examines the global patchwork of data protection legislation including GDPR, sector-specific privacy laws, and emerging regulatory approaches to digital governance. Attendees gain expertise in cybercrime typologies, electronic evidence handling, attribution challenges, and cross-border enforcement complexities that characterize digital investigations. The course explores the balance between technological innovation and fundamental rights including privacy, free expression, and intellectual property in online environments.

Through analysis of landmark cases and regulatory developments, delegates master platform liability frameworks, content moderation obligations, and algorithmic accountability principles. The programme addresses the integration of cybersecurity standards into commercial contracts, vendor management, and organizational oversight structures. Participants develop capability to advise on digital policy formation, online harms mitigation, and governance frameworks for emerging technologies including artificial intelligence, blockchain applications, and automated decision-making systems.

Who Should Attend?

- Legal advisors in technology companies and digital platforms
- Information security professionals and Chief Information Security Officers
- Data protection officers and privacy specialists
- Compliance officers managing digital and cyber risks
- Technology policy advisors and digital regulators
- Risk management professionals in technology sectors
- Corporate counsel advising on digital transformation initiatives

Learning Outcomes

Upon completing this course, participants will be able to:

- Interpret global regulatory frameworks governing digital services and platforms
- Apply data protection and privacy law principles including GDPR compliance
- Identify cybercrime categories and understand their legal implications
- Navigate cross-border jurisdiction and enforcement challenges in digital contexts
- Assess platform liability and content moderation obligations
- Integrate cybersecurity standards into contracts and vendor oversight
- Advise on digital policy development and algorithmic accountability
- Balance innovation with fundamental rights in platform governance
- Understand intellectual property protection in digital environments
- Apply electronic evidence and digital forensics principles
- Address emerging legal issues in AI, blockchain, and emerging technologies
- Develop governance frameworks for online accountability and transparency

International Contract Management

Course Overview

This specialized programme equips professionals with advanced capabilities for managing contractual relationships across international borders and multiple legal jurisdictions. Participants develop expertise in navigating the unique complexities of global commerce including divergent legal systems, cross-border regulatory requirements, and cultural variations that impact contractual interpretation and performance.

The curriculum examines international trade law frameworks, export-import regulations, and compliance obligations that govern cross-border transactions. Attendees gain proficiency in contract lifecycle management from inception through closure, with emphasis on risk identification, allocation, and mitigation strategies specific to international contexts. The course addresses supplier relationship management across cultures, negotiation approaches that account for differing business practices, and communication strategies that bridge cultural and linguistic divides. Through interactive case studies and practical exercises, delegates master the adaptation of contract terms to local legal contexts while maintaining consistency with international commercial standards. The programme explores dispute resolution mechanisms suited to international contracts including arbitration, mediation, and litigation considerations across jurisdictions. Participants develop capability to draft enforceable agreements that balance commercial objectives with legal protection in multi-jurisdictional business environments.

Who Should Attend?

- Professionals overwhelmed by competing demands and time pressures
- Managers responsible for personal and team productivity improvement
- Business leaders seeking to optimise organisational workflows
- Knowledge workers struggling with workload management and prioritisation
- Project coordinators managing multiple concurrent initiatives
- Entrepreneurs building efficient business operations
- Executive assistants coordinating complex schedules and workflows
- Anyone seeking to accomplish more while working less reactively

Learning Outcomes

By completing this programme, participants will be able to:

- Apply time management principles to enhance personal productivity
- Identify and eliminate personal time-wasting behaviours and habits
- Prioritise tasks using the Eisenhower Matrix urgent-important framework
- Implement ABC categorisation for task prioritisation and scheduling
- Execute time blocking techniques protecting focus for important work
- Design efficient workflows eliminating redundant steps and delays
- Identify opportunities for task automation and process improvement
- Apply batch processing principles to reduce context switching costs
- Create productivity systems supporting consistent high performance
- Manage interruptions without damaging relationships or availability perceptions
- Establish boundaries protecting concentrated work periods
- Handle email and communication overload through systematic approaches
- Delegate tasks effectively considering capability and development opportunities
- Build daily routines and habits supporting sustained productivity

Strategic Leadership of 21st Century

Course Overview

This transformative programme develops contemporary leadership capabilities essential for navigating the complexities and disruptions characteristic of 21st-century business environments. Participants cultivate the mindset, skills, and practices required to inspire teams, influence stakeholders, and drive sustainable organizational performance in an era of rapid technological change, globalization, and evolving workforce expectations.

The curriculum explores authentic leadership principles, emotional intelligence frameworks, and strategic communication approaches that build trust and credibility across diverse organizational contexts. Attendees develop proficiency in leading through ambiguity, making high-quality decisions under uncertainty, and balancing short-term pressures with long-term value creation. The course emphasizes adaptive leadership styles that respond effectively to varying team dynamics, organizational cultures, and business challenges. Through interactive exercises, case analysis, and self-assessment tools, delegates strengthen their capabilities in team motivation, performance optimization, and accountability establishment. The programme addresses conflict navigation, stakeholder management, and the creation of collaborative environments where innovation thrives. Participants develop strategic thinking abilities that connect operational excellence with organizational vision, enabling them to lead with clarity and purpose while maintaining ethical standards and organizational integrity in dynamic business landscapes.

Who Should Attend?

- Senior managers assuming strategic leadership responsibilities
- Team leaders and supervisors developing leadership capabilities
- Project managers leading cross-functional initiatives
- Human resources professionals advising on leadership development
- Entrepreneurs building organizational leadership capacity
- High-potential professionals preparing for senior roles
- Anyone seeking to enhance their leadership effectiveness

Learning Outcomes

Upon completing this course, participants will be able to:

- Apply contemporary leadership principles in complex business environments
- Demonstrate emotional intelligence in leadership interactions
- Communicate strategically to inspire and influence diverse stakeholders
- Lead confidently through ambiguity and organizational change
- Make effective decisions balancing multiple competing priorities
- Motivate and engage teams for optimal performance
- Navigate conflict constructively and build collaborative environments
- Establish accountability frameworks and performance expectations
- Adapt leadership style to varying team dynamics and situations
- Integrate strategic thinking with operational execution
- Lead with integrity and ethical awareness
- Develop and articulate compelling organizational vision
- Build trust and credibility across organizational levels

Executive Coaching & Mentoring

Course Overview

This specialized programme develops advanced coaching and mentoring capabilities that enable leaders to unlock potential, accelerate development, and drive performance excellence in individuals and teams. Participants master evidence-based frameworks and practical techniques that facilitate meaningful behavioral change, strategic thinking enhancement, and leadership capacity building across organizational levels.

The curriculum integrates established coaching models including GROW, CLEAR, and solution-focused approaches with contemporary neuroscience insights and adult learning principles. Attendees develop proficiency in establishing coaching agreements, building trust-based relationships, and creating psychologically safe environments for exploration and growth. The course addresses powerful questioning techniques, active listening mastery, and feedback delivery that stimulates insight and action without creating dependency or directing solutions.

Through supervised practice sessions, observation exercises, and peer coaching experiences, delegates refine their ability to tailor interventions using psychometric insights and individual development needs. The programme explores mentoring programme design, mentor-mentee matching criteria, and governance frameworks that ensure ethical practice and measurable outcomes. Participants gain expertise in coaching through complexity, navigating stakeholder dynamics, and supporting executives through critical transitions including promotions, role changes, and transformation initiatives. The course provides practical templates for coaching plans, progress tracking, outcomes measurement, and continuous improvement that demonstrate coaching impact and return on investment.

Who Should Attend?

- Senior leaders and executives developing coaching capabilities
- Human resources and talent development professionals
- Learning and development specialists
- Team leaders incorporating coaching into management practice
- Internal coaches and mentor programme coordinators
- Board members supporting executive development
- Anyone seeking to build professional coaching and mentoring skills

Learning Outcomes

Upon completing this course, participants will be able to:

- Apply evidence-based coaching frameworks including GROW and CLEAR models
- Structure effective coaching conversations and contracting processes
- Build trust-based coaching relationships and psychological safety
- Utilize powerful questioning and active listening techniques
- Deliver feedback that stimulates insight and behaviouralchange
- Tailor coaching interventions using psychometric insights
- Design and implement organizational mentoring programmes
- Establish mentor-mentee matching and governance frameworks
- Coach executives through transitions and complex challenges
- Navigate stakeholder dynamics in coaching relationships
- Create coaching plans with measurable objectives and outcomes
- Track progress and demonstrate coaching impact and ROI
- Integrate coaching into leadership and talent management practices
- Maintain ethical standards and professional boundaries in coaching

COMPLIANCE, RISKS AND REGULATORY RELATED PROGRAMS

This section provides high-impact corporate training courses designed to support organisations across multiple industry sectors in strengthening compliance, risk management, and regulatory governance capabilities.

Enterprise Compliance & Regulatory Governance Essentials

Course Purpose:

This course equips managers and professionals with a practical understanding of compliance obligations, regulatory frameworks, and corporate governance standards applicable across industries.

Key Coverage Areas:

- Principles of regulatory compliance and governance
- Understanding regulators and legal obligations
- Compliance frameworks and internal controls
- Audit readiness and inspections
- Roles of boards, executives, and compliance officers

Learning Outcomes:

Participants will be able to interpret regulatory requirements, implement compliance frameworks, support audits, and reduce regulatory risk.

Applicable Sectors:

Financial Services, Healthcare, Education, Public Sector, Energy, NGOs

Risk Management, Internal Controls & Organisational Resilience

Course Purpose:

This programme focuses on identifying, assessing, and mitigating organisational risks while strengthening internal controls and resilience.

Key Coverage Areas:

- Strategic, operational, financial and compliance risks
- Risk assessment and mapping tools
- Risk appetite and tolerance
- Internal controls and assurance
- Crisis and business continuity planning

Learning Outcomes:

Participants will be able to conduct risk assessments, implement controls, align risk to strategy, and strengthen resilience.

Applicable Sectors:

Banking, Insurance, Manufacturing, Aviation, Construction, Government

Regulatory Compliance, Ethics & Conduct in the Workplace

Course Purpose:

This course promotes ethical behaviour, regulatory conduct, and accountability to prevent misconduct and reputational damage.

Key Coverage Areas:

- Ethical frameworks and decision-making
- Regulatory conduct standards
- Conflicts of interest and whistleblowing
- Anti-bribery and corruption
- Creating a speak-up culture

Learning Outcomes:

Participants will apply ethical principles, recognise misconduct risks, and support a culture of integrity.

Applicable Sectors:

Financial Services, Healthcare, Education, Energy, NGOs

DIGITAL TRANSFORMATION AND AI FOR BUSINESS

This document outlines three high-impact Digital Transformation and Artificial Intelligence (AI) corporate training courses developed by PAE Training. These programmes are designed for cross-sector delivery and are suitable for public, private, and third-sector organisations seeking to harness digital and AI-driven transformation responsibly and strategically.

DIGITAL TRANSFORMATION AND AI FOR BUSINESS

Course Purpose:

This course enables organisations to plan, lead, and implement digital transformation initiatives that deliver measurable business value, operational efficiency, and sustainable change.

Key Coverage Areas:

- Digital transformation versus digitisation
- Digital maturity and readiness assessment
- Technology enablers: Cloud, Data, Automation and AI
- Business process re-engineering
- Leadership, culture, and change management
- Measuring return on investment and impact

Learning Outcomes:

Participants will be able to design digital transformation roadmaps, align technology initiatives with strategy, manage transformation risks, and improve organisational agility.

Applicable Sectors:

Financial Services, Healthcare, Education, Public Sector, Manufacturing, Logistics, NGOs
Artificial Intelligence for Business Decision-Making & Operational Excellence
Course Purpose:
This programme provides business leaders and managers with a clear, non-technical understanding of how AI can enhance decision-making, productivity, and operational effectiveness.

Responsible AI, Digital Ethics & Governance for Organisations

Course Purpose:

This course supports organisations to embed ethical, transparent, and accountable AI governance frameworks aligned with regulatory and societal expectations.

Key Coverage Areas:

- Ethical principles in AI and digital systems
- AI governance and accountability frameworks
- Data protection, privacy, and consent (GDPR-aligned)
- Bias, fairness, transparency, and explainability
- Leadership responsibilities and organisational assurance
- Risk management and AI oversight

Learning Outcomes:

Participants will be able to implement responsible AI governance structures, manage ethical and compliance risks, and build trust in AI-enabled decision-making.

Applicable Sectors:

Financial Services, Healthcare, Education, Public Sector, Government Agencies, International NGOs

HUMAN RESOURCE AND PEOPLE MANAGEMENT

This section provides HR and People Management corporate training programmes developed by PAE Training. These programmes are designed for cross-sector delivery and support organisations to build effective people strategies, inclusive workplaces, strong leadership capability, and compliant employee relations practices.

Strategic Human Resource Management & Workforce Planning

Course Overview

This programme equips organisations with tools to align human resource strategy with organisational objectives, ensuring the right people, skills, and structures are in place to support sustainable growth and performance.

Who Should Attend?

- Board members and senior executives
- HR directors, managers and HR business partners
- Operations and departmental managers
- Public sector HR leaders and administrators
- NGO and development programme managers

Key Coverage Areas:

- Strategic role of HR in organisational success
- Workforce planning and skills forecasting
- Talent acquisition and succession planning
- HR metrics and people analytics
- Aligning HR policies with business strategy

Learning Outcomes

Participants will be able to develop aligned HR strategies, plan workforce capacity effectively, and support organisational growth through people-focused decision-making.

Applicable Industry Sectors:

Financial Services, Healthcare, Education, Public Sector, Manufacturing, NGOs

Performance Management, Employee Engagement & Leadership Effectiveness

Course Overview

This Programme focuses on developing high-performing teams through effective performance management systems, strong leadership practices, and employee engagement strategies.

Who Should Attend?

- Line managers and supervisors
- Team leaders and department heads
- HR and learning & development professionals
- Operations and project managers

Key Coverage Areas:

- Modern performance management frameworks
- Objective setting, feedback and appraisals
- Employee motivation and engagement
- Coaching and mentoring skills
- Managing underperformance and difficult conversations

Learning Outcomes:

Participants will be able to manage performance effectively, improve employee engagement, and strengthen leadership capability within their teams.

Applicable Industry Sectors:

Retail, Hospitality, Financial Services, Education, Public Services, Professional Services

Diversity, Equity, Inclusion (DEI) & Inclusive Workplace Culture

Course Overview

This programme supports organisations to create inclusive, equitable, and diverse workplaces that enhance innovation, fairness, employee wellbeing, and organisational reputation.

Who Should Attend?

- Board members and senior leaders
- HR and Equality, Diversity & Inclusion professionals
- Line managers and supervisors
- Public sector leaders and policy makers
- NGO and donor-funded programme managers

Key Coverage Areas:

- Concepts of diversity, equity and inclusion
- Equality legislation and organisational responsibilities
- Inclusive recruitment, promotion and retention
- Addressing unconscious bias
- Creating psychologically safe workplaces

Learning Outcomes:

Participants will be able to promote inclusive leadership, identify bias, and implement effective DEI strategies and policies.

Applicable Industry Sectors:

Public Sector, Healthcare, Education, Financial Services, NGOs, International Organisations

Employee Relations, Employment Law & Managing Workplace Challenges

Course Overview

This programme develops organisational capability to manage employee relations fairly, lawfully, and effectively, while reducing conflict and people-related risk.

Who Should Attend?

- HR managers and HR advisors
- Line managers and supervisors
- Business owners and senior managers
- Public sector administrators

Key Coverage Areas:

- Employment law fundamentals
- Managing discipline, grievances and disputes
- Employee wellbeing and workplace behaviour
- Trade unions and staff consultation
- Managing organisational change and restructuring

Learning Outcomes:

Participants will be able to apply fair HR practices, handle employee relations confidently, and reduce legal and organisational risk.
Applicable Industry Sectors:
Public Sector, Manufacturing, Retail, Healthcare, Education, SMEs

Advanced Project Management & Programme Leadership

Course Overview

This programme strengthens strategic project and programme leadership capability, focusing on managing complexity, cross-functional teams, and high-value initiatives.

Who Should Attend?

- Senior project and programme managers
- Portfolio and transformation managers
- Engineering and infrastructure managers
- Public sector programme leads
- International and donor-funded project managers

Key Coverage Areas:

- Programme and portfolio management
- Strategic alignment and benefits realisation
- Managing complex and multi-stakeholder projects
- Governance, assurance, and executive reporting
- Leadership, influence, and decision-making

Learning Outcomes:

Participants will be able to lead complex programmes, align projects with organisational objectives, and strengthen governance and benefits management.

Applicable Industry Sectors:

Infrastructure, Aviation, Energy, Telecommunications, Government, Development Agencies

Operations Management & Process Optimisation

Course Overview

This programme strengthens strategic project and programme leadership capability, focusing on managing complexity, cross-functional teams, and high-value initiatives.

Who Should Attend?

This programme equips organisations with tools to optimise operational performance, improve efficiency, reduce waste, and deliver consistent service and product quality.

Key Coverage Areas:

- Operations and production managers
- Process and quality improvement specialists
- Supply chain and logistics managers
- Service delivery managers
- Manufacturing and facilities managers

Learning Outcomes:

Participants will be able to improve operational efficiency, apply process improvement techniques, and strengthen service and production performance.

Applicable Industry Sectors:

Manufacturing, Logistics, Healthcare, Aviation, Utilities, Retail

Project Risk, Cost Control & Performance Management

Course Overview

This programme focuses on controlling project risk, cost, and performance to ensure projects and operations deliver value while minimising financial and delivery risk.

Who Should Attend?

- Project risk identification and mitigation
- Budgeting, cost estimation, and financial controls
- Performance measurement and KPIs
- Procurement, contracts, and supplier management
- Reporting, assurance, and governance

Key Coverage Areas:

- Project risk identification and mitigation
- Budgeting, cost estimation, and financial controls
- Performance measurement and KPIs
- Procurement, contracts, and supplier management
- Reporting, assurance, and governance

Learning Outcomes:

Participants will be able to control project costs, manage risks effectively, and enhance delivery confidence and accountability.

Applicable Industry Sectors:

Construction, Oil & Gas, Engineering, Infrastructure, Public Sector, Real Estate

PUBLIC SECTOR & GOVERNMENT CAPACITY BUILDING PROGRAMMES

This section presents the Public Sector and Government Capacity Building training programmes developed by PAE Training. The programmes are designed to strengthen institutional performance, leadership, governance, service delivery, and operational resilience across public institutions. They are suitable for delivery across Africa, Europe, and Asia, with flexibility for local policy, legal, and operational contexts.

Public Sector Leadership, Governance & Institutional Effectiveness

Course Overview

This programme strengthens leadership capability, governance structures, and decision-making effectiveness across public institutions, ensuring transparency, accountability, and improved organisational performance.

Who Should Attend?

- Senior civil servants and directors
- Council and Borough executives
- Commanding officers and senior security officials
- Heads of departments and operational units
- Board members of public agencies and housing associations

Key Coverage Areas:

- Public sector governance models and accountability
- Ethical leadership and decision-making
- Strategic planning and institutional performance
- Managing political–administrative interfaces
- Transparency, integrity, and public trust

Learning Outcomes:

Participants will be able to strengthen governance arrangements, enhance leadership effectiveness, and improve institutional accountability and public confidence.

Applicable Industry Sectors:

Councils & Boroughs, Housing Authorities, Prison Services, Fire Services, Immigration Services, Airforce and Navy

Public Financial Management, Budgeting & Resource Optimisation

Course Overview

This programme improves institutional capacity to plan, manage, and control public resources efficiently, ensuring financial discipline, transparency, and value for money.

Who Should Attend?

- Finance directors and managers
- Budget officers and accountants
- Senior administrators and unit heads
- Programme and project managers
- Officers responsible for public expenditure and donor-funded projects

Key Coverage Areas:

- Public sector budgeting and financial controls
- Medium-term expenditure planning
- Procurement, contracts, and value-for-money
- Financial risk management and audit readiness
- Financial reporting, accountability, and oversight

Learning Outcomes:

Participants will be able to strengthen public financial management systems, improve budgeting and audit compliance, and optimise the use of public resources.

Applicable Industry Sectors:

Councils & Boroughs, Housing Associations, Prison Services, Fire Services, Immigration Services, Defence Institutions

Operations, Service Delivery & Performance Improvement in Public Institutions

Course Overview

This programme enhances operational efficiency and service delivery performance across frontline and administrative public institutions.

Who Should Attend?

- Operations and service delivery managers
- Facility and estate managers
- Prison, fire, housing, and border operations managers
- Public sector project officers
- Performance and quality assurance staff

Key Coverage Areas:

- Operations management in public services
- Process mapping and service improvement
- Performance indicators and measurement
- Managing constraints in high-pressure environments
- Continuous improvement and citizen-focused services

Learning Outcomes:

Learning Outcomes:

Participants will be able to improve service efficiency, strengthen operational performance, and apply performance management tools effectively.

Applicable Industry Sectors:

Local Government, Housing Services, Prison Services, Fire & Emergency Services, Immigration Services, Defence Support Units

Workforce Capability, Discipline & Organisational Culture in Public & Uniformed Services

Course Overview

This course strengthens workforce capability, leadership culture, discipline, and accountability, particularly within structured and uniformed public service environments.

Who Should Attend?

- Commanders, supervisors, and unit leaders
- HR and personnel managers
- Training and development officers
- Prison and fire service supervisors
- Defence and security training leads

Key Coverage Areas:

- Workforce planning in public and uniformed services
- Discipline, conduct, and organisational standards
- Training systems and continuous professional development
- Managing stress, wellbeing, and resilience
- Leadership culture and accountability

Learning Outcomes:

Learning Outcomes:

Participants will be able to strengthen workforce discipline, improve leadership culture, and build resilient and capable public service teams.

Applicable Industry Sectors:

Prison Services, Fire Services, Immigration Services, Airforce and Navy, Municipal Services

Security, Risk, Crisis & Emergency Preparedness for Public Institutions

Course Overview

This programme builds institutional capacity to anticipate, manage, and respond effectively to security threats, emergencies, and crises while ensuring continuity of public services.

Who Should Attend?

- Security and risk management officers
- Emergency planning and response leaders
- Senior public administrators
- Defence, immigration, and prison command staff
- Fire and emergency services managers

Key Coverage Areas:

- Risk assessment and threat analysis
- Crisis and emergency response planning
- Inter-agency coordination and command structures
- Business and operational continuity planning
- post-crisis reviews and institutional learning

Learning Outcomes:

Participants will be able to strengthen emergency preparedness, manage crises confidently, and protect public assets, personnel, and citizens.

Applicable Industry Sectors:

Fire & Emergency Services, Prison Services, Immigration & Border Control, Defence (Airforce and Navy), Local Authorities

Construction Courses
Construction Project Management

Course Overview

This intensive programme develops sophisticated project management capabilities specifically tailored to the unique demands of construction delivery. Participants master frameworks for coordinating complex construction workflows, balancing competing constraints of time, cost, quality, and safety, while navigating the intricate stakeholder landscapes characteristic of building projects from conception through handover.

Who Should Attend?

Construction project managers overseeing building projects
Site managers and construction supervisors
Project engineers supporting construction execution
General contractors and construction executives
Subcontractors managing specialty work packages
Architects and design professionals
Client representatives and owner's project managers
Anyone transitioning into construction PM roles

Learning Outcomes:

- By completing this programme, participants will be able to:
- Execute construction projects using appropriate delivery methodologies
- Develop comprehensive work breakdown structures
- Create realistic schedules using critical path method
- Manage construction budgets and cost controls
- Apply earned value management techniques
- Coordinate multiple project stakeholders effectively
- Implement quality management protocols
- Manage construction changes and claims

Construction Contract Management

Course Overview

Develop sophisticated capabilities in navigating complex construction contracting frameworks including FIDIC, JCT, NEC, and other standard forms. Master contract formation, administration, and dispute resolution while protecting organisational interests and maintaining productive contractual relationships essential to successful project delivery.

Who Should Attend?

- Contract managers and administrators
- Project managers handling contract compliance
- Quantity surveyors managing commercial matters
- Construction lawyers specialising in disputes
- Claims consultants and delay analysts
- Client representatives managing contractors
- Contractors protecting contractual positions
- Anyone in contract negotiation or administration

Learning Outcomes:

By completing this programme, participants will be able to:

- Navigate FIDIC, JCT, NEC and regional contracts
- Evaluate contract terms and risk allocation
- Administer contracts in compliance with procedures
- Manage variations and change orders
- Process payment applications correctly
- Prepare extension of time claims
- Substantiate delay and disruption claims
- Navigate dispute resolution procedures
- Maintain contract documentation
- Implement early warning systems

Quantity Surveying and Cost Management

Course Overview

Master construction cost management from estimation through final account settlement. Learn to prepare accurate estimates, manage commercial aspects, and deliver value optimisation throughout project lifecycles while protecting financial interests.

Who Should Attend?

Quantity surveyors and cost estimators
Commercial managers in construction
Project managers requiring cost skills
Contract administrators handling valuations
Cost consultants and estimating specialists
Construction financial controllers
Client representatives managing budgets
Anyone in construction cost control

Learning Outcomes:

- Prepare cost estimates at all stages
- Conduct quantity take-offs accurately
- Price bills of quantities
- Manage budgets and cost controls
- Process interim valuations
- Value variations accurately
- Prepare cost reports and forecasts
- Negotiate final accounts
- Apply value engineering
- Manage cash flow effectively

Building Information Modeling (BIM) Management

Course Overview

Course Overview
Implement BIM processes and manage digital construction projects. Master BIM execution plans, coordination workflows, and collaborative processes that enhance construction efficiency, reduce errors, and improve project outcomes through digital integration.

Who Should Attend?

BIM managers and coordinators
Project managers implementing BIM
Design professionals using BIM
Construction managers coordinating digitally
Information managers
Digital construction specialists
Client representatives requiring BIM
Anyone managing BIM processes

Learning Outcomes:

- Develop BIM execution plans
- Establish BIM protocols and standards
- Coordinate multi-discipline models
- Conduct clash detection processes
- Extract quantities from BIM models
- Use BIM for 4D/5D planning
- Manage information exchanges
- Implement collaborative workflows
- Ensure BIM deliverable quality
- Leverage BIM for facility management

SPECIALIST COURSES

Engineering

Engineering Design and Innovation

Course Overview

Foster breakthrough innovation in engineering design using creative problem-solving methodologies, design thinking frameworks, and systematic approaches generating novel solutions to complex technical challenges. Develop capabilities to lead innovation initiatives while balancing creativity with engineering rigor and practical constraints.

Who Should Attend?

- Design engineers seeking innovation skills
- Product development engineers
- R&D managers fostering innovation
- Technical innovation leaders
- Engineering managers promoting creativity
- Industrial designers
- Anyone driving engineering innovation
- Technology development professionals

Learning Outcomes:

- Apply design thinking to engineering problems
- Generate creative technical solutions
- Facilitate brainstorming and ideation
- Prototype and test concepts rapidly
- Conduct user research and needs assessment
- Apply systematic design methodologies
- Evaluate design alternatives
- Manage design for manufacturability
- Foster innovation cultures
- Balance creativity with constraints

Systems Engineering and Integration

Course Overview

Apply systems thinking to design, develop, and manage complex engineering systems considering interdependencies, interfaces, and lifecycle perspectives. Master systematic approaches to requirements management, architecture development, integration planning, and verification ensuring cohesive system performance.

Who Should Attend?

- Systems engineers and architects
- Integration engineers
- Requirements engineers
- Technical leads on complex systems
- Product managers for technical products
- Chief engineers overseeing system development
- Verification and validation engineers
- Anyone working with complex engineering systems

Learning Outcomes:

- Apply systems engineering principles
- Manage requirements systematically
- Develop system architectures
- Plan system integration strategies
- Execute interface management
- Conduct trade studies
- Verify and validate systems
- Manage system lifecycle
- Apply model-based systems engineering
- Coordinate across subsystems and disciplines

Reliability Engineering and Asset Management

Course Overview

Optimize asset performance and reliability using Reliability-Centered Maintenance (RCM), predictive maintenance technologies, and lifecycle management strategies minimizing downtime and costs while maximizing availability. Master systematic approaches to failure analysis, maintenance optimization, and asset strategy development.

Who Should Attend?

- Reliability engineers
- Maintenance managers
- Asset managers
- Operations managers
- Plant engineers
- Mechanical and electrical engineers
- Maintenance planners
- Anyone in asset management or maintenance

Learning Outcomes:

- Apply reliability engineering principles
- Implement RCM methodologies
- Conduct failure mode and effects analysis
- Develop predictive maintenance programmes
- Optimize maintenance strategies
- Analyze asset lifecycle costs
- Measure reliability performance
- Implement condition monitoring
- Develop asset management strategies
- Maximize equipment availability

Engineering Risk Management

Course Overview

Identify, assess, and mitigate technical risks in engineering projects and operations using quantitative analysis methods and systematic risk management frameworks. Develop capabilities in probabilistic risk assessment, failure analysis, and risk-based decision-making protecting project success and operational safety.

Who Should Attend?

- Engineering risk managers
- Project managers managing technical risks
- System safety engineers
- Design engineers addressing risks
- Quality and reliability engineers
- Operations managers
- Technical directors
- Anyone managing engineering risks

Learning Outcomes:

- Identify technical risks systematically
- Conduct quantitative risk assessments
- Apply probabilistic risk analysis
- Perform failure mode analysis
- Develop risk mitigation strategies
- Make risk-based decisions
- Implement risk management frameworks
- Conduct risk reviews and audits
- Communicate risks to stakeholders
- Monitor and control engineering risks

Oil and Gas

Oil and Gas Contract Management

Course Overview

Develop sophisticated capabilities in managing complex contractual arrangements throughout the oil and gas value chain from exploration through production and downstream operations. This comprehensive programme teaches participants to navigate industry-standard contract forms, negotiate balanced commercial terms, and implement effective procurement strategies that mitigate risks while optimizing project economics and competitive positioning.

The curriculum explores diverse contracting models including joint operating agreements, production sharing contracts, service agreements, and EPC frameworks commonly deployed across petroleum projects. Delegates learn to evaluate contract structures, allocate risks appropriately between parties, and establish robust administration mechanisms ensuring contractual compliance throughout project lifecycles while protecting organizational interests. Through analysis of real sector disputes and negotiation case studies, attendees develop judgment in anticipating contractual challenges, documenting entitlements clearly, and pursuing resolution strategies when conflicts arise. The programme emphasises practical skills in contract drafting, change management, claims substantiation, and leveraging contractual tools to achieve competitive advantages in increasingly complex and capital-intensive energy projects.

Who Should Attend?

- Contract managers in oil and gas companies
- Procurement professionals managing energy sector sourcing
- Commercial managers negotiating petroleum agreements
- Legal counsel specializing in energy contracts
- Project managers administering major contracts
- Joint venture coordinators managing partnerships
- Finance managers evaluating contractual obligations
- Anyone involved in oil and gas contracting

Learning Outcomes:

By completing this programme, participants will be able to:

- Navigate industry-standard contract forms and frameworks
- Evaluate contracting strategies for different project types
- Negotiate commercial terms balancing risk and opportunity
- Draft clear contractual provisions minimizing ambiguity
- Implement procurement processes optimizing value
- Administer contracts ensuring compliance and performance
- Manage contract variations and change orders
- Identify and mitigate contractual risks effectively
- Substantiate claims and negotiate settlements
- Apply dispute resolution mechanisms appropriately
- Leverage contracts for competitive advantage
- Ensure regulatory compliance in contracting

SPECIALIST COURSES

Oil and Gas

Oil and Gas Finance

Course Overview

Specialize in financial analysis, investment appraisal, and project finance structures unique to petroleum projects. Master techniques for evaluating exploration and production opportunities, structuring project financing, managing commodity price risks, and optimizing capital allocation in capital-intensive energy developments requiring long-term investment horizons.

Who Should Attend?

- Finance professionals in oil and gas companies
- Investment analysts evaluating energy projects
- Commercial managers assessing project economics
- Treasury professionals managing energy finance
- Project finance specialists
- Business development managers
- Asset managers in petroleum sector
- Anyone in energy sector finance

Learning Outcomes:

- Evaluate upstream investment opportunities
- Conduct reserves valuation and economic analysis
- Structure project finance for energy developments
- Apply discounted cash flow analysis to petroleum projects
- Manage commodity price and currency risks
- Understand oil and gas fiscal systems
- Analyze production sharing and concession economics
- Assess portfolio optimization strategies
- Navigate energy sector taxation
- Measure project and corporate performance

Oil and Gas

Oil and Gas Health, Safety and Environment (HSE)

Course Overview

Master HSE management specific to oil and gas operations addressing unique hazards, regulatory frameworks, and industry best practices. Develop capabilities in hazard identification, risk assessment, incident prevention, and emergency response while building safety cultures that protect personnel, assets, and environment in high-hazard petroleum operations.

Who Should Attend?

- HSE managers in oil and gas companies
- Safety professionals and coordinators
- Operations managers with HSE responsibilities
- Environmental managers and specialists
- Facility managers overseeing safety
- Project managers ensuring HSE compliance
- Contractors working in oil and gas
- Anyone responsible for petroleum sector HSE

Learning Outcomes:

- Implement HSE management systems
- Identify petroleum sector hazards
- Conduct comprehensive risk assessments
- Develop process safety management programmes
- Ensure regulatory compliance
- Investigate incidents and implement prevention
- Manage emergency response and crisis
- Build safety leadership and culture
- Apply environmental management practices
- Measure and improve HSE performance

Real Estate

Real Estate Finance and Capital Markets

Course Overview

Master the sophisticated financial instruments and capital structures underpinning modern real estate investment and development. This comprehensive programme explores debt and equity financing alternatives, securitization mechanisms, and capital market access strategies enabling participants to structure optimal financing solutions for diverse property transactions while managing financial risks and maximizing returns on capital deployed.

The curriculum examines traditional and innovative financing approaches including senior debt, mezzanine finance, preferred equity, joint ventures, and real estate investment trusts (REITs). Delegates learn to evaluate financing alternatives considering cost of capital, risk allocation, flexibility, and strategic fit while navigating lender requirements, investor expectations, and market conditions influencing capital availability and pricing.Through case studies of real estate capital structures and financial modeling exercises, attendees develop capabilities in assessing debt capacity, structuring equity partnerships, and accessing public and private capital markets. The programme addresses key concepts including leverage optimization, loan-to-value ratios, debt service coverage, and refinancing strategies essential for successful real estate finance professionals.

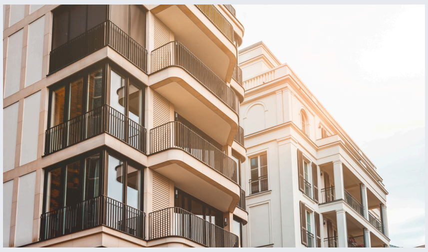
Who Should Attend?

- Real estate finance professionals structuring transactions
- Property developers securing project financing
- Investment managers allocating capital to real estate
- Asset managers optimizing property financing
- Private equity professionals in real estate funds
- Commercial lenders underwriting property loans
- Financial analysts evaluating real estate investments
- Anyone involved in real estate capital raising

Learning Outcomes:

By completing this programme, participants will be able to:

- Evaluate debt financing structures and loan products
- Structure equity financing and joint venture partnerships
- Assess mezzanine finance and preferred equity alternatives
- Navigate commercial mortgage-backed securities (CMBS)
- Understand REIT structures and capital raising mechanisms
- Calculate key financing metrics: LTV, DSCR, yield on cost
- Optimize capital structures balancing risk and return
- Access public and private real estate capital markets
- Conduct financial Modeling for property investments
- Evaluate refinancing strategies and timing
- Manage financial risks in real estate portfolios
- Navigate regulatory frameworks governing real estate finance



SPECIALIST COURSES

Real Estate

Real Estate Investment Analysis and Portfolio Management

Course Overview

Develop sophisticated capabilities in evaluating property investments using rigorous financial analysis, risk assessment frameworks, and portfolio optimization strategies. Master techniques for underwriting acquisitions, forecasting performance, and constructing diversified real estate portfolios maximizing risk-adjusted returns across market cycles and property types.

Who Should Attend?

- Real estate investment managers
- Portfolio managers allocating to property
- Acquisition professionals evaluating deals
- Asset managers optimizing holdings
- Private equity real estate investors
- Pension fund and institutional investors
- Financial analysts in real estate firms
- Anyone making property investment decisions

Learning Outcomes:

- Conduct comprehensive investment underwriting
- Perform discounted cash flow analysis
- Calculate investment return metrics
- Assess property investment risks
- Evaluate market conditions and trends
- Construct optimized real estate portfolios
- Apply modern portfolio theory to property
- Implement portfolio rebalancing strategies
- Measure portfolio performance attribution
- Execute exit strategies and dispositions

Real Estate

Real Estate Asset Management and Valuation

Course Overview

Master property valuation methodologies and asset management strategies optimizing real estate performance throughout ownership periods. Develop expertise in applying income, cost, and sales comparison approaches while implementing value-enhancing initiatives including repositioning, renovation, and operational improvements maximizing asset values and investment returns.

Who Should Attend?

- Real estate asset managers
- Property valuers and appraisers
- Portfolio managers overseeing assets
- Investment professionals requiring valuation skills
- Property managers maximizing values
- Acquisition and disposition specialists
- Financial analysts valuing properties
- Anyone in asset management or valuation

Learning Outcomes:

- Apply income capitalization methods
- Conduct comparable sales analysis
- Execute cost approach valuations
- Determine highest and best use
- Develop asset management strategies
- Implement value-add initiatives
- Optimize property operations
- Execute repositioning strategies
- Measure asset performance
- Conduct periodic revaluations

Real Estate

Strategic Land Acquisition and Real Estate Management

Course Overview

Navigate land acquisition processes and real estate development from site identification through entitlements and construction with strategies for site selection, comprehensive due diligence, stakeholder engagement, and development execution. Master frameworks for evaluating land opportunities and managing complex approval processes essential for successful real estate development.

Who Should Attend?

- Real estate developers acquiring sites
- Land acquisition professionals
- Development managers overseeing projects
- Investment managers evaluating land deals
- Asset managers handling developments
- Planning and entitlement specialists
- Project managers in development
- Anyone involved in land acquisition

Learning Outcomes:

- Identify and evaluate land opportunities
- Conduct comprehensive site due diligence
- Assess highest and best use scenarios
- Navigate zoning and entitlement processes
- Manage environmental assessments
- Engage stakeholders and communities
- Structure land acquisition agreements
- Evaluate development feasibility
- Coordinate development approvals
- Execute successful land transactions

Renewable Energy

Financing Renewable Energy Projects

Course Overview

This comprehensive programme equips financial and technical professionals with sophisticated capabilities to structure, evaluate, and secure financing for renewable energy investments. Participants develop expertise in designing bankable project frameworks that attract capital from diverse investor classes while managing the unique risks and opportunities inherent in clean energy infrastructure development.

The curriculum explores project finance structures, debt-equity optimization, and innovative financing mechanisms including green bonds, climate funds, and blended finance instruments. Attendees gain proficiency in financial modeling for renewable projects including cash flow analysis, levelized cost of energy calculations, and sensitivity testing that demonstrates project viability under varying scenarios. The course addresses due diligence requirements, credit assessment frameworks, and risk allocation strategies that satisfy investor and lender requirements across project lifecycles. Through practical case studies and modelling exercises, delegates master revenue model design including power purchase agreements, tariff structures, and ancillary revenue streams from capacity markets and renewable energy certificates. The programme examines tax incentives, subsidy structures, and carbon credit mechanisms that enhance project economics. Participants develop capability to navigate regulatory frameworks, environmental compliance requirements, and social safeguards that impact project bankability. The course addresses post-financial-close monitoring, reporting obligations, and refinancing strategies that optimize returns while maintaining stakeholder confidence throughout project operations.

Who Should Attend?

- Financial analysts and investment professionals in renewable energy
- Project finance specialists structuring clean energy deals
- Investment managers evaluating renewable energy opportunities
- Government officials administering renewable energy programmes
- Project developers seeking financing for renewable projects
- Commercial bankers and lenders in energy sector
- Anyone involved in financing clean energy investments

Learning Outcomes:

- Design bankable renewable energy project structures and investment proposals
- Conduct comprehensive feasibility analysis including financial and technical assessment
- Build detailed financial models for renewable energy projects
- Calculate and interpret levelized cost of energy (LCOE)
- Structure power purchase agreements and revenue models
- Assess diverse funding options including project finance and green bonds
- Evaluate risk-sharing mechanisms and mitigation strategies
- Apply tax incentives, subsidies, and carbon credit mechanisms
- Conduct financial due diligence for bankability assessment
- Negotiate financing terms aligned with investor requirements
- Manage post-financial-close monitoring and reporting
- Identify and mitigate operational, regulatory, and financial risks
- Navigate environmental and social safeguard requirements

Energy Transition and Decarbonization Strategies

Course Overview

This strategic programme equips leaders and practitioners with comprehensive frameworks and practical tools to orchestrate organizational energy transitions and achieve meaningful carbon reduction targets. Participants develop capabilities to design, implement, and accelerate decarbonization roadmaps aligned with global climate commitments while maintaining operational performance and competitive positioning in evolving energy markets. The curriculum explores global climate policy frameworks including Paris Agreement commitments, nationally determined contributions, and sector-specific transition pathways that shape organizational decarbonization imperatives. Attendees gain expertise in carbon footprint assessment, greenhouse gas accounting protocols, and science-based target setting methodologies that establish credible reduction trajectories. The course addresses energy efficiency opportunity identification, fuel switching analysis, and electrification strategies that deliver emissions reductions while potentially reducing energy costs and improving operational resilience.

Through practical case studies and strategic planning exercises, delegates master renewable energy procurement mechanisms including corporate power purchase agreements, renewable energy certificates, and on-site generation that accelerate clean energy adoption. The programme examines carbon accounting standards, scope 1-2-3 emissions categorization, and reporting frameworks that meet investor and regulatory disclosure requirements. Participants develop proficiency in stakeholder engagement approaches, change management strategies, and organizational capability building that embed decarbonization throughout business units. The course addresses the intersection of decarbonization with ESG performance, climate risk management, and value chain transformation that position organizations for long-term success in the low-carbon economy.

Who Should Attend?

- Sustainability and ESG managers leading decarbonization
- Energy managers and directors
- Corporate strategy and planning professionals
- Operations managers implementing carbon reduction
- Government officials and policy makers
- Supply chain and procurement professionals

Learning Outcomes:

Upon completing this course, participants will be able to:

- Understand global climate goals and policy frameworks driving energy transition
- Conduct comprehensive organizational carbon footprint assessments
- Apply greenhouse gas accounting protocols and standards
- Develop science-based decarbonization targets and roadmaps
- Identify energy efficiency opportunities across operations
- Evaluate fuel switching and electrification strategies
- Implement renewable energy procurement mechanisms
- Structure corporate power purchase agreements
- Navigate renewable energy certificate markets
- Design on-site renewable energy generation projects
- Report carbon performance using recognized frameworks

SPECIALIST COURSES

Solar Energy Project Development

Course Overview

This specialized programme provides end-to-end expertise in photovoltaic project development from initial site identification through operational commissioning. Participants master the technical, commercial, and regulatory dimensions of developing utility-scale, commercial, and community solar installations that deliver competitive energy costs while meeting environmental and social objectives.

The curriculum examines solar resource assessment methodologies including irradiation analysis, meteorological data interpretation, and site-specific yield estimation that underpin investment decisions. Attendees gain proficiency in PV system design including module selection, inverter specification, mounting system optimization, and electrical infrastructure configuration for diverse applications and site conditions. The course addresses technology comparisons between fixed-tilt, single-axis tracking, and dual-axis tracking systems including performance trade-offs and economic implications.

Through practical case studies and design exercises, delegates develop capability to model energy production using industry-standard software, conduct detailed economic analysis including LCOE calculations, and structure power purchase agreements that secure revenue certainty. The programme addresses permitting requirements, environmental impact assessment, grid interconnection procedures, and community engagement strategies that enable project approval. Participants gain expertise in EPC contract structuring, construction management, quality assurance protocols, and commissioning procedures. The course examines operations and maintenance optimization, performance monitoring systems, and asset management strategies that maximize long-term project value for utility-scale and commercial solar installations.

Who Should Attend?

- Solar project developers and managers
- Renewable energy engineers and consultants
- EPC contractors specializing in solar
- Finance and investment professionals in solar sector
- Government officials promoting solar deployment
- Utilities and IPPs developing solar assets
- Anyone involved in solar PV project development

Learning Outcomes:

Upon completing this course, participants will be able to:

- Conduct comprehensive solar resource assessment and site evaluation
- Design PV systems for utility-scale, commercial, and residential applications
- Select and specify PV modules, inverters, and mounting systems
- Develop project economics and financial models
- Calculate levelized cost of energy for solar projects
- Structure power purchase agreements and revenue mechanisms
- Navigate permitting and environmental requirements
- Manage grid interconnection processes
- Structure and manage EPC contracts
- Oversee construction and commissioning activities

Sport Business

Sports Analytics and Performance Management

Course Overview

This cutting-edge programme transforms sports professionals into data-driven decision makers who leverage advanced analytics to gain competitive advantages. Participants develop comprehensive capabilities to collect, analyze, and translate performance data into actionable insights that enhance athlete development, tactical effectiveness, injury prevention, and organizational success across competitive sports environments. The curriculum explores performance measurement frameworks, key performance indicators, and analytics methodologies specific to sports contexts. Attendees gain proficiency in wearable technology deployment, tracking system integration, and data collection protocols that capture relevant performance metrics during training and competition. The course addresses statistical analysis techniques, machine learning applications, and predictive modeling that identify performance patterns, tactical tendencies, and competitive advantages invisible to traditional observation methods.
Through practical case studies and hands-on analytics exercises, delegates develop capability to communicate complex analytical findings to coaches, athletes, and management using visualization dashboards and accessible reporting formats. The programme examines talent identification and recruitment analytics, injury risk assessment models, and load management strategies that optimize athlete availability and performance. Participants explore commercial analytics applications including fan behavior analysis and revenue optimization. The course addresses ethical considerations in sports data collection, privacy protections, and the cultural change management required to build data-driven decision-making organizations where analytics insights inform strategic and tactical choices throughout the performance system.

Who Should Attend?

- Performance analysts and analytics directors
- Data scientists working in sports organizations
- Coaches and technical staff seeking analytical capabilities
- Sports scientists and performance researchers
- Talent scouts and recruitment professionals
- Performance managers in professional sports
- Anyone leveraging analytics for competitive advantage

Learning Outcomes:

Upon completing this course, participants will be able to:
- Understand key performance metrics and analytics frameworks in sports
- Collect and manage performance data from multiple sources
- Deploy wearable technology and tracking systems effectively
- Analyze athlete performance data to identify strengths and development areas
- Apply statistical methods and machine learning in sports contexts
- Use analytics for tactical analysis and game strategy development
- Implement injury prevention and load management programmes
- Leverage data for talent identification and recruitment decisions
- Develop visualization dashboards and reporting tools
- Communicate analytical insights to coaches and management effectively
- Apply commercial analytics for fan behavior and revenue optimization
- Address ethical considerations in sports data collection
- Build data-driven decision-making cultures in sports organizations
- Integrate analytics into training and competition workflows

SPECIALIST COURSES

Sport Business

Sports Marketing and Branding Excellence

Course Overview

This comprehensive programme equips sports marketing professionals with advanced strategies to build powerful brands, create passionate fan communities, and drive commercial success in competitive sports markets. Participants develop sophisticated capabilities in brand positioning, integrated marketing campaign development, and fan engagement that differentiate sports properties and create lasting emotional connections with audiences.The curriculum explores brand architecture for teams, leagues, athletes, and events including positioning strategies, narrative development, and visual identity systems that resonate across diverse fan segments. Attendees gain expertise in consumer behavior analysis specific to sports contexts, understanding motivations, loyalty drivers, and decision-making patterns that inform marketing strategy. The course addresses multi-channel campaign design integrating traditional media, digital platforms, social channels, and experiential activations that maximize reach and engagement.

Through practical case studies and campaign development exercises, delegates master sponsorship value creation, partnership integration, and activation strategies that deliver measurable returns for commercial partners. The programme examines digital and social media strategies including content creation, influencer partnerships, and community management that build authentic relationships with fans. Participants develop proficiency in marketing performance measurement, attribution modeling, and return on investment analysis that demonstrate commercial impact. The course addresses crisis communication protocols, reputation management, and the unique challenges of marketing in the emotionally charged sports environment where brand perception significantly impacts commercial performance and fan loyalty.

Who Should Attend?

- Sports marketing managers and directors
- Brand managers in sports organizations
- Sponsorship and partnership professionals
- Digital marketing specialists in sports
- Commercial directors in teams and leagues
- Content creators and social media managers

Learning Outcomes:

Upon completing this course, participants will be able to:
- Understand unique dynamics of sports marketing and consumer behavior
- Develop brand positioning strategies for sports properties
- Create integrated marketing campaigns across multiple channels
- Build compelling brand narratives that resonate with fans
- Secure and manage sponsorship relationships effectively
- Develop value propositions for commercial partners
- Measure marketing ROI and campaign performance
- Implement digital and social media strategies for sports
- Create fan-driven content and experiences
- Leverage data analytics to understand fan behavior
- Build lasting fan relationships and loyalty
- Execute influencer marketing and athlete partnerships
- Manage brand crises and protect reputation
- Grow brand value through innovation and engagement

Sport Business

Sports Finance and Revenue Generation

Course Overview

This advanced programme equips financial professionals with specialized expertise to navigate the unique financial dynamics of sports organizations and develop diversified revenue strategies that ensure long-term sustainability. Participants master financial planning, performance analysis, and commercial optimization specific to sports contexts where revenues fluctuate with competitive performance, regulatory constraints shape financial structures, and emotional factors influence stakeholder decisions.

The curriculum explores revenue stream diversification including broadcasting rights optimization, matchday income maximization, commercial partnership development, and emerging digital revenue opportunities. Attendees gain proficiency in financial modeling for player transfers, squad valuation, and wage structure optimization within regulatory frameworks including financial fair play requirements and salary cap mechanisms. The course addresses pricing strategy including dynamic ticket pricing, premium hospitality offerings, and merchandise optimization that balance revenue maximization with fan accessibility.

Through practical case studies and financial analysis exercises, delegates develop capability to evaluate investment opportunities, conduct due diligence for acquisitions, and structure stadium development financing. The programme examines financial governance frameworks, internal controls, and risk management approaches that protect organizational assets while enabling strategic investment. Participants master financial performance measurement using sports-specific metrics, benchmarking methodologies, and value driver analysis. The course addresses the intersection of financial management with competitive strategy, understanding how financial decisions impact on-field performance while financial results influence commercial and operational options in the high-stakes sports business environment.

Who Should Attend?

- Financial directors and controllers in sports
- Commercial directors and revenue managers
- Sports club executives and owners
- Financial analysts in sports organizations
- Business development professionals
- Investment managers evaluating sports opportunities
- Anyone responsible for sports finance and commercial strategy

Learning Outcomes:

Upon completing this course, participants will be able to:

- Understand unique financial dynamics of sports organizations
- Develop comprehensive budgets and financial forecasts
- Manage cash flow and working capital effectively
- Diversify revenue streams including broadcasting and commercial partnerships
- Optimize ticket pricing using dynamic pricing strategies
- Negotiate broadcasting and media rights agreements
- Conduct financial analysis and performance measurement
- Navigate financial fair play and regulatory compliance
- Implement financial controls and governance frameworks
- Manage player transfers and contract valuation
- Optimize salary caps and wage structures
- Conduct financial due diligence for investments and acquisitions
- Structure stadium development and infrastructure financing
- Ensure long-term financial sustainability

SPECIALIST COURSES

Sport Business

Sports Sponsorship and Partnerships

Course Overview

This comprehensive programme develops end-to-end expertise in sports sponsorship from prospecting and acquisition through activation and renewal. Participants master the art and science of creating mutually beneficial partnerships that deliver commercial value for sponsors while generating sustainable revenue for sports properties through strategic relationship management, creative activation, and measurable performance demonstration.
The curriculum explores sponsorship value proposition development including asset inventory creation, pricing strategies, and package design that align sports property benefits with sponsor marketing objectives. Attendees gain proficiency in prospect identification, qualification, and outreach strategies targeting brands whose values, target audiences, and marketing needs align with the sports property. The course addresses proposal development, presentation techniques, and negotiation approaches that secure favourable terms while establishing realistic performance expectations and deliverables.

Through practical exercises and sponsorship case analysis, delegates develop capability to design activation plans integrating sponsor brands into fan experiences, content, events, and digital platforms that achieve sponsor awareness, engagement, and conversion objectives. The programme examines measurement frameworks, performance reporting, and return on investment demonstration using sponsorship-specific metrics including brand exposure, audience engagement, and sales impact. Participants master relationship management approaches that transform transactional deals into strategic partnerships through regular communication, proactive problem-solving, and collaborative innovation. The course addresses contract management, rights protection against ambush marketing, category exclusivity enforcement, and renewal strategies that maximize partnership longevity and value growth throughout multi-year relationships.

Who Should Attend?

- Sponsorship managers and directors
- Commercial managers in sports organizations
- Partnership development professionals
- Sales and business development in sports
- Marketing managers managing sponsor relationships
- Account managers servicing sponsors
- Anyone responsible for sports sponsorship and partnerships

Learning Outcomes:

- Understand sponsorship value and develop compelling propositions
- Identify and prospect potential sponsors aligned with brand values
- Craft persuasive sponsorship proposals and presentations
- Negotiate sponsorship agreements and contract terms
- Develop activation plans delivering sponsor objectives
- Measure and demonstrate sponsorship ROI and value
- Build long-term partnerships beyond transactional relationships
- Manage sponsor relationships and expectations throughout contracts
- Create innovative sponsorship assets and inventory
- Leverage digital and social platforms for sponsor activation
- Protect sponsors against ambush marketing and competition
- Navigate sponsorship portfolio optimization

Health and NMC Exams

The Professional and Linguistic Assessments Board Test (PLAB)

The PLAB Test is designed to assess whether international medical graduates have the knowledge and skills required to practise safely in the UK. The course covers applied clinical knowledge, patient safety, professional practice, communication, ethical decision making, diagnosis, treatment planning, and UK specific healthcare protocols. Learners engage with structured modules, mock exams, clinical scenarios, and guided tutorials to prepare for PLAB 1 and PLAB 2. Training focuses on interpreting clinical data, responding to emergencies, prioritising patient needs, and applying professional judgement in line with GMC standards. The programme aims to build confidence and equip learners with the competence required to meet UK medical practice expectations.

Who Can Take the Test:

1. International Medical Graduates
2. Doctors seeking GMC registration
3. UK trained doctors returning after career breaks
4. Doctors transitioning to new clinical roles
5. Medical professionals requiring competency verification

Learning Outcomes:

1. Demonstrate understanding of GMC professional standards.
2. Apply accurate clinical judgement in varied scenarios.
3. Communicate effectively with patients and colleagues.
4. Interpret clinical information to inform decisions.
5. Deliver safe, ethical, and patient centred care.

Exam Times (Aligned with GMC Standards):

PLAB 1 is offered several times yearly in UK and international centres. PLAB 2 is available year-round, scheduled in designated clinical assessment centres. Exam duration follows GMC's structured assessment timings.

Contact Details:

Register via PAETraining.com, email info@paetraining.com, or call 02046100720 for course fees, tuition, and exam support. Students may request additional guidance as needed.

Health and NMC Exams

The UK Medical Licensing Assessment (UKMLA)

The UK Medical Licensing Assessment (UKMLA) is designed to ensure all medical practitioners entering UK practice meet a common standard of knowledge, skills and professional behaviour. The course covers applied clinical knowledge, patient assessment, ethics, professional judgement, communication, emergency response, prescribing, diagnostics, and UK specific clinical guidelines. Training includes structured modules, practice SBA questions, clinical scenario reviews, mock exams, and guided tutorials aligned with the GMC MLA Content Map. Learners develop competence in recognising life-threatening conditions, interpreting clinical data, prioritising patient safety, and applying evidence-based decisions appropriate to UK healthcare systems.

Who Can Take the Test:

1. UK Medical Students in their final year
2. International Medical Graduates seeking GMC registration
3. Doctors returning to practice in the UK
4. Medical professionals requiring skills verification
5. Overseas doctors transitioning to UK clinical roles

Learning Outcomes:

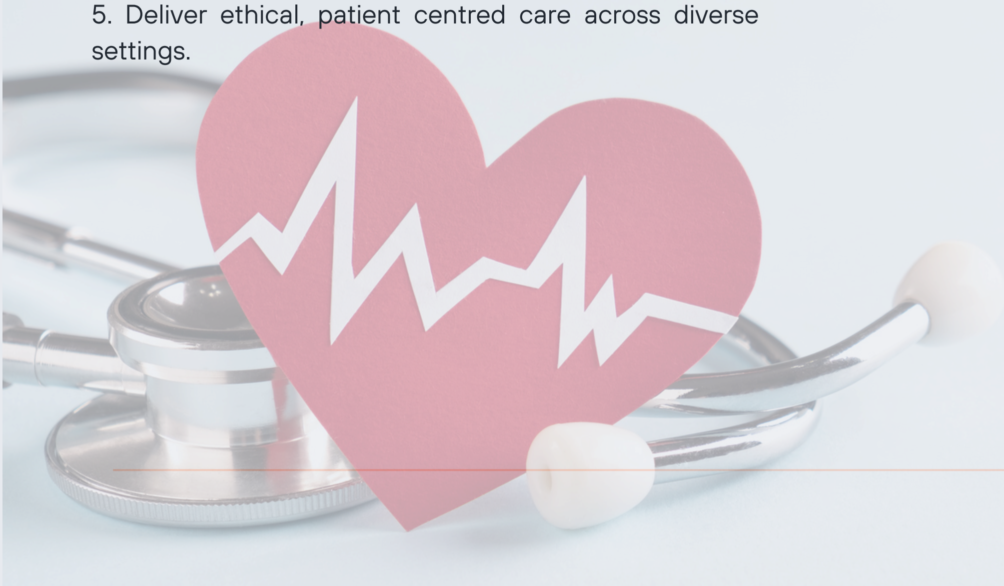
1. Demonstrate understanding of GMC professional and clinical standards.
2. Apply safe, effective clinical reasoning.
3. Communicate clearly in clinical scenarios.
4. Interpret test results and clinical presentations accurately.
5. Deliver ethical, patient centred care across diverse settings.

Exam Times (Aligned with GMC Standards):

The AKT (Applied Knowledge Test) is delivered several times annually through GMC approved centres. The CPSA (Clinical and Professional Skills Assessment) is scheduled by medical schools and GMC approved institutions, with timings following GMC assessment requirements.

Contact Details:

Register via PAETraining.com, email info@paetraining.com, or call 02046100720 for course fees, tuition, and exam support. Students may request additional guidance as needed.



Health and NMC Exams

The Computer Based Test (CBT) for Nurses

The Computer Based Test (CBT) for Nurses is designed to assess a candidate's theoretical knowledge in alignment with Nursing and Midwifery Council (NMC) standards. The course covers patient safety, professional values, evidence-based practice, infection prevention, pharmacology, safeguarding, mental health, leadership, and person-centred care. It includes structured modules, practice questions, and scenario-based assessments to prepare learners for real testing conditions. Training sessions emphasise clinical judgement, communication, delegation, legal responsibilities, and ethical decision making. This structured approach ensures that candidates understand UK specific healthcare practices and can apply professional principles appropriately when caring for diverse patient groups.

Who Can Take the Test:

1. Internationally Educated Nurses
2. UK trained Nurses returning to practice
3. Nurses seeking NMC registration
4. Nurses transitioning into a new specialty
5. Overseas Midwives applying for UK roles

Learning Outcomes:

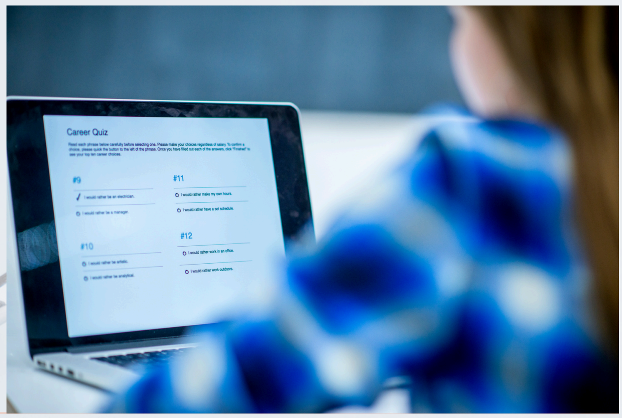
1. Demonstrate understanding of NMC professional standards.
2. Apply safe and effective clinical judgement.
3. Interpret scenario-based questions confidently.
4. Use evidence-based principles in decision making.
5. Understand UK healthcare expectations and patient centred practice.

Exam Times (Aligned with GMC Standards):

CBT testing is available year-round, with flexible scheduling through NMC approved test centres. Candidates typically sit the exam in 3 hour allocated slots, including administrative time, following NMC's assessment framework.

Contact Details:

Register via PAETraining.com, email info@paetraining.com, or call 02046100720 for course fees, tuition, and exam support. Students may request additional support if needed. Our team is available daily to assist all applicants.



Objective Structured Clinical Examination (OSCE)

Test of Competence for nursing associates

Who needs to take the Test of Competence?

Applying for initial registration

Regulations passed by the UK Government following the UK's departure from the EU allow for certain EU general nursing and midwifery qualifications to be recognised. If you have a relevant European qualification that meets the requirements for automatic recognition, we'll recognise your qualification and you won't need to take the Test of Competence.

This applies even if you are not an EU national, but you have a relevant European qualification.Check if your qualification is on the list of European qualifications that meet the requirements for automatic recognition.

If you do not hold a relevant European qualification, you will need to take a Test of Competence as we cannot recognise your qualification.

Applying for readmission

If you don't have enough practice hours for readmission to the register, you can either complete an approved return to practice programme or take a Test of Competence to meet the practice hours requirement.

How long is it valid for?

You must pass the CBT and OSCE within two years of each other.

You can sit your CBT or OSCE in any order, but you need to complete both parts to continue with your application for initial registration or readmission. Once you have successfully passed both the CBT and OSCE, your ToC will remain valid for five years.

What does it involve?

Each Test of Competence is split into two parts:

- A multiple-choice computer-based test known as the CBT.
- A practical test known as the OSCE.

You will need to take a test that's specific to the part of the register you're applying to join or rejoin. These are:

- Nursing associate (NAR)
- Adult nurse (RNA)
- Mental health nurse (RNMH)
- Learning disabilities nurse (RNLD)
- Children's nurse (RNC)
- Midwife (RM)

Test of Competence review

Since 2019, we've been working in partnership with Alpha Plus to develop a new test that reflects our new standards for nurses and midwives. We launched the new version of the test for nurses and midwives on 2 August 2021, and on 31 January 2022, for nursing associates. This is known as the Test of Competence. From 2 August 2021, until 31 January 2023, eligible candidates were able to complete their registration taking the legacy Test. This transition period ended on 31 January 2023. Since this date, no candidates are allowed to take the legacy CBT or OSCE.

Booking your OSCE

Applying for readmission

We'll send you an email with details of how to book and pay for your OSCE with one of our test providers.

Applying for initial registration

Once we've confirmed that you need to take the Test of Competence, you can book and pay for your OSCE with one of our test providers.

Preparing for your OSCE

We suggest you read the following to prepare for your OSCE:

- The Code – these are the professional standards that everyone on our register must uphold throughout their practise.
- Test of Competence: OSCE information booklet for nursing associates
- Preparing for your OSCE All Nursing fields (2021)

For all other preparation materials: Test of Competence: preparation materials

Verifying your identity

You will need to show the test centre your valid passport so that they can verify your identity. This must be the same passport that you provided earlier in your application. Someone at the test centre will also take your photograph for your ID that you need to wear while you're there.

What to expect on the day

The information booklets above explain what you can expect throughout the entire OSCE process. It also tells you what will happen on the day, as well as the rules for taking your OSCE.

I need to update my passport

If you get a new passport in the meantime, please contact us and we'll update this information within seven working days.

Getting your result

The test centres will email your results to you within 5 working days of the date of your OSCE.

If you pass your OSCE, you'll get an email with details of what to do next. If you fail your OSCE, you'll get an email with feedback on which stations and elements you were unsuccessful in. This information will help you prepare for your resit attempt as you only need to resit the stations you did not pass.If your MyNMC account shows you were unsuccessful, but you haven't received your feedback, please contact your test centre. We cannot provide the feedback to you.

I Resitting the OSCE

You can take the OSCE a maximum of three times as part of your application, but you need to wait at least 10 days between each sitting. You can choose your preferred test centre to sit your OSCE. However, all resits must be taken at the same test centre where you sat your first attempt. If you do not pass your OSCE on your third attempt, your application will close, and you'll need to start a new application if you want to register with us. You must wait at least six months before you sit the OSCE again and retake the 10 stations.

I Resitting the OSCE

Register via PAETraining.com, email info@paetraining.com, or call 02046100720 for course fees, tuition, and examination support. Students may request additional support if needed. Our team is available daily to assist all applicants

AVIATION

Auditing, Operation and Maintenance

The Auditing, Operation and Maintenance course provides participants within depth knowledge of the processes, standards and best practices required to ensure the safe, reliable and efficient functioning of technical and operational systems across aviation environments. The programme covers maintenance planning, reliability engineering, regulatory compliance, safety audits, operational performance assessments, documentation control, asset lifecycle management and continuous improvement methodologies. Learners explore audit structures, root cause analysis techniques, human factors, quality assurance procedures and risk based operational oversight. Practical exercises and case studies strengthen participants' ability to evaluate system performance, identify defects, implement corrective actions and maintain operational integrity in line with industry standards.

Learning Outcomes:

1. Understand auditing principles, maintenance processes and operational standards.
2. Apply inspection, troubleshooting and performance evaluation techniques.
3. Implement corrective and preventive maintenance strategies effectively.
4. Conduct risk based operational audits and safety assessments.
5. Maintain accurate technical documentation and ensure regulatory compliance.

Employment Relationship

1. Aviation Maintenance Engineers and Technicians
2. Quality Assurance and Safety Compliance Officers
3. Airline and Airport Operations Personnel
4. Engineering Supervisors and Maintenance Planners
5. Aviation Equipment and Facility Inspectors

Potential Job Opportunities:

1. Aviation Maintenance Auditor
2. Quality and Compliance Specialist
3. Operations and Maintenance Supervisor
4. Reliability and Performance Engineer
5. Aviation Technical Inspector

Strategic Airport Management

The Strategic Airport Management Course provides a comprehensive understanding of how modern airports are planned, operated, and managed at strategic and operational levels.
The programme covers airport governance, regulatory frameworks, aviation safety, airside and landside operations, commercial development, financial management, route development, infrastructure planning, stakeholder engagement, and crisis and risk management. Learners explore global aviation trends, technological innovations, sustainability practices, and strategic decision-making models used by airport leaders. Thecourse incorporates scenario based learning, case studies, strategic planning tasks, and operational simulations designed to strengthen participants' analytical capabilities and leadership confidence within complex airport environments.

Learning Outcomes:

1. Demonstrate an understanding of strategic airport governance and regulatory frameworks.
2. Apply effective decision-making processes to airside and landside operational challenges.
3. Evaluate airport financial models, commercial strategies, and revenue optimisation.
4. Analyse aviation risk, crisis response, and safety management systems.
5. Develop strategic plans that incorporate sustainability, innovation, and stakeholder engagement.

Who Can Attend:

1. Airport Operations Managers and Supervisors
2. Aviation Safety and Compliance Officers
3. Airline and Ground Handling Professionals
4. Aviation Regulators and Policy Officers
5. Logistics, Transport, and Infrastructure Planners

Potential Job Opportunities:

1. Airport Operations Manager
2. Aviation Safety & Compliance Specialist
3. Airport Planning & Development Officer
4. Airline/Airport Commercial Strategy Analyst
5. Aviation Risk & Crisis Management Officer

Contact & Application Details:

Applicants can register through PAETraining.com, email info@paetraining.com, or call 02046100720 for course fees, tuition information, and training schedules. Our admissions team provides guidance throughout the application process and supports candidates in selecting suitable aviation training pathways. Students may request personalised enrolment assistance.

Aviation Fuel Management Essentials

The Aviation Fuel Management Essentials course provides participants with a solid foundation in the operational, economic, and safety principles governing aviation fuel handling and management.
The programme explores global fuel supply chains, fuel quality control, fuel storage and distribution systems, fuel cost analysis, environmental considerations, regulatory compliance, and emerging technologies in sustainable aviation fuels (SAF). Learners gain practical insights into fuel testing procedures, operational risk management, refuelling safety protocols, and best practices for efficient fuel operations within airports and airline organisations. Case studies and scenario-based exercises help participants understand real world challenges such as fuel scarcity, contamination risks, and cost efficiency strategies.

Learning Outcomes:

1. Understand global aviation fuel supply systems and quality standards.
2. Apply safe and effective fuel handling and refuelling procedures.
3. Analyse fuel cost structures and operational efficiencies.
4. Evaluate risks related to contamination, shortages, and environmental impact.
5. Demonstrate competence in regulatory and industry standard compliance.

Who Can Attend:

1. Airport Fuel Operations Staff
2. Airline Technical and Procurement Officers
3. Aviation Safety and Quality Control Personnel
4. Ground Handling and Refuelling Teams
5. Aviation Logistics and Supply Chain Professionals

Potential Job Opportunities:

1. Aviation Fuel Operations Supervisor
2. Airline Fuel Procurement Analyst
3. Airport Fuel Quality Control Specialist
4. Aircraft Refuelling Technician
5. Aviation Fuel Supply Chain Coordinator

Contact & Application Details:

Applicants can register through PAETraining.com, email info@paetraining.com, or call 02046100720 for details on course fees, tuition, and training schedules. The admissions team is available to support applicants through each step of the enrolment process and provide guidance on suitable aviation career pathways.

IOSA Airlines Auditor Training

The IOSA Airline Auditor Training course equips participants with the knowledge and skills required to understand, interpret, and apply the IATA Operational Safety Audit (IOSA) standards and recommended practices. The programme covers the IOSA audit structure, quality assurance principles, operational documentation review, conformity verification, safety management systems, and performance-based audit techniques. Learners gain practical competence in auditing airline operations across key areas including flight operations, dispatch, engineering and maintenance, cargo, ground handling, and cabin safety.The course also introduces risk-based oversight, human factors, and continuous improvement methodologies used in modern aviation safety audits. Case studies, simulation activities, and guided exercises help participants apply IOSA principles in real audit scenarios.

Learning Outcomes:

1. Understand IOSA standards, audit methodology, and the ISM (IOSA Standards Manual).
2. Conduct conformity assessments using IOSA audit procedures.
3. Apply risk based and performance-based auditing techniques.
4. Evaluate airline operational systems for compliance and safety performance.
5. Produce accurate audit findings and contribute to corrective action processes.

Who Can Attend:

1. Aviation Safety and Compliance Inspectors
2. Airline Quality Assurance and Safety Managers
3. IOSA Auditor Candidates and Audit Team Members
4. Operational Managers from Airlines and Ground Service Providers
5. Civil Aviation Authority (CAA) Safety Personnel

Potential Job Opportunities:

1. IOSA Airline Auditor
2. Aviation Safety and Quality Compliance Specialist
3. Airline Internal Audit Officer
4. Aviation Risk and Safety Analyst
5. Regulatory Oversight and Safety Inspector

Contact & Application Details:

Applicants can register through PAETraining.com, email info@paetraining.com, or call 02046100720 for details on tuition, course fees, and training schedules. The admissions team offers full guidance throughout the enrolment process and supports learners in selecting suitable professional aviation pathways.

Airline Health and Safety Management

The Airline Health and Safety Management course provides participants with a comprehensive understanding of the frameworks, procedures, and operational practices essential for maintaining health and safety standards within airline environments. The course explores occupational health policies, airline safety regulations, hazard identification, risk management, emergency response planning, crew health and wellbeing, cabin safety assurance, and incident reporting systems. Learners examine international aviation safety standards, human factors principles, and regulatory requirements while engaging in scenario-based exercises, case studies, and practical safety assessments. The programme is designed to equip professionals with the competence required to enhance organisational safety culture and implement effective prevention strategies across airline operations.

Learning Outcomes:

1. Understand global airline health and safety standards and regulatory frameworks.
2. Apply hazard identification and risk assessment techniques in airline settings.
3. Implement preventive safety procedures across flight and ground operations.
4. Evaluate emergency planning, response protocols, and incident management systems.
5. Promote a strong health and safety culture within airline organisations.

Who Can Attend:

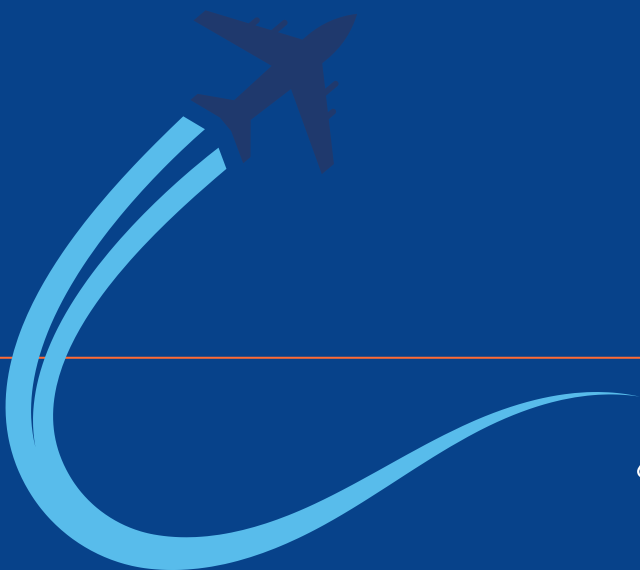
1. Airline Safety and Compliance Officers
2. Cabin Crew and Flight Operations Personnel
3. Ground Handling and Ramp Safety Supervisors
4. Aviation Health and Occupational Safety Officers
5. Airline Training and Quality Assurance Staff.

Potential Job Opportunities:

1. Airline Health and Safety Manager
2. Aviation Risk and Safety Analyst
3. Cabin Safety and Compliance Specialist
4. Occupational Health Supervisor (Aviation)
5. Airline Safety Training Officer

Contact & Application Details:

Applicants can register through PAETraining.com, email info@paetraining.com, or call 02046100720 for details on course fees, tuition, and training schedules. The admissions team provides full application support and guidance on career pathways in aviation safety management.



The Airport Conveyor and Luggage PLC Systems

The Airport Conveyor and Luggage PLC Systems course provide participants with a detailed understanding of how automated baggage handling systems (BHS) operate within airport environments. The programme covers conveyor technologies, programmable logic controllers (PLCs), system architecture, sensors and actuators, sorting mechanisms, fault finding, maintenance procedures, and safety protocols. Learners explore the integration of SCADA systems, real time monitoring tools, and automated control processes that ensure efficient baggage flow. Through case studies and practical exercises, participants gain hands on experience interpreting PLC ladder logic, diagnosing operational issues, optimising system performance, and applying international baggage handling standards. The course prepares learners to support, maintain, and enhance airport BHS operations with strong technical confidence.

Learning Outcomes:

1. Understand key components and operational principles of airport conveyor systems.
2. Interpret and troubleshoot PLC based baggage automation systems.
3. Apply safety, maintenance, and reliability procedures effectively.
4. Analyse system data to optimise baggage flow and reduce breakdowns.
5. Demonstrate proficiency in using diagnostic tools for automated luggage systems.

Who Can Attend:

1. Airport Baggage Handling Technicians
2. PLC and Automation Engineers
3. Airport Maintenance and Operations Personnel
4. BHS Vendor and Contractor Support Staff
5. Aviation Facilities Engineering Teams

Potential Job Opportunities:

1. Baggage Handling Systems (BHS) Technician
2. PLC Automation Specialist (Airport Operations)
3. Airport Maintenance Engineer – BHS
4. Conveyor Systems Installation and Support Engineer
5. Airport SCADA/Automation Monitoring Officer

Contact & Application Details:

Applicants can register through PAETraining.com, email info@paetraining.com, or call 02046100720 for details on tuition, course fees, and training schedules. The admissions team provides step by step guidance throughout the enrolment process and helps learners identify suitable aviation engineering pathways.

Booking Venues and Locations

Date	Venue	Duration Date	
2026-2027	London	3/5 days	Jan , May July , Sept , December
2026-2027	Dubai	3/5 days	Jan , May July , Sept , December
2026-2027	Turkey	3/5 days	Jan , May July , Sept , December
2026-2027	Ghana	3/5 days	Jan , May July , Sept , December
2026-2027	Nigeria	3/5 days	Jan , May July , Sept , December
2026-2027	South Africa	3/5 days	Jan , May July , Sept , December
2026-2027	Morocco	3/5 days	Jan , May July , Sept , December

Booking Terms and Conditions

6.0

Holidays and Vacations

You can book your Corporate Training course(s) on our website(www.paetraining.com) by completing the booking registration forms or by e-mail (info@paetraining.com).Once we receive your booking,
you would be contacted by our admissions team.

Payments

Training course fee must be paid in full not later than 3 weeks prior to its commencement. All payments must be made in British Pound Sterling / Dollars to PAETraining.com Failure to comply may delay the processing of visa support letters.

Course Fees Components

•Cost of tuition
•Consultants' preparation time
•Course Material (in hard- and soft-copy formats)
•Pre-arrival documentation including visa support letters
•Welcome Packs
•Lunches and Light Refreshments
•Access to Internet
•Course Participation Certification

Cancellation Policy

Cancellations may be made at any time but a written notification of cancellation should be sent at least 2 weeks prior to the commencement of the course, should circumstances prevent the delegate from attending.
A cancellation charge may be applied (depending on individual circumstances) particularly if written notification is not received 14 days or more before the course start date.

Payment Details

Payment can be received by BACS, CHAPS, Cheques and Bankers Draft.Payment details would be communicated in an invoice when a client registers for a course.

Any Other Enquires (UK)

Pinnacle Amofaba Education Services Ltd (PAETraining.com)
The Hubb Business Centre
335-351 South Rainham Road Dagenham RM10 8QR
Tel nos 07947152878
Email:(s) emmanuel.asiedu@paetraining.com
pinnacleamofahba@gmail.com

info@paetraining.com

Website: https://paetraining.com

Cancellation Terms

•If a written Cancellation is received 60 days or more prior to the commencement of a course, a cancellation penalty of 25% of the course fee will apply

•If a written cancellation is received 30 days prior to the commencement of a course, a cancellation penalty of 50% of
the course fee will apply

•If a written cancellation is received 14 days or less prior to the commencement of a course then no refund would be made.

Postponements and transfers Attendance on a course can be postponed once bookings have been made. However, intention to postpone must be sent in writing 14 days prior to the start of the course concerned. Written notification is required to transfer a booking to another course. This can be applied without charge (if the course fees for both courses are identical).

Consultation Services

Consultation Services

Restructuring and Turnaround Management . PAEtraining provides Corporate Strategy and creative restructuring solutions for distressed/loss making companies and manages companies on a day-to-day basis onbehalf of clients/ shareholders. Strategy andFinancial Advisory Services.

Project Financing and Management

Financing has always been critical to business success, never more so than in the current economic environment, with reduced lending, scarcity of credit from suppliers and debtors struggling to make payments amongst other financial challenges.
We provide expert advice and support for business funding, whether for equity finance, debt finance through a loan or asset finance to fund an existing or new business.

We Can Provide

We work with clients to analyze business technology issues within their businesses. A client might approach for assistance with:
•Develop a clear IT strategy that fully supports their business objectives
•Bespoke software development to meet clients' needs
•Cost optimization – we work with clients to help identify the most effective ways to take costs out of a business.
•University and College Placement Services
•Education Conference services
•Student Carrier counselling

Advice on all stages of a transaction including

•Debt and Equity Financing
•Business Plans and Feasibility studies Corporate
•Treasury Management
•Change/ Risk Management
•Cash flow & Working Capital Management
•Competitor Analysis
•Joint Venture Advice

IT Services

An effective, well-managed IT system is one of the most valuable business advantages an organization can secure. The right technology, implemented properly, appropriately managed and monitored, can lead to significant gains in growth and efficiency. It is essential to get sound business advice to ensure technology risks are managed.
It is challenging to get right and expensive to getwrong — not only in terms of cash spent, but also in lost efficiency and potential regulatory infringements.

HR Training and Diversity

Apply inclusive HR practices to recruitment, selection, promotion, and talent management processes to reduce bias and improve fairness. Demonstrate effective strategies for managing diverse teams, including inclusive communication, conflict resolution, and employee engagement techniques. Assess existing HR policies and procedures to identify gaps, risks, or unintended discriminatory practices.

Get in touch

UK Office

Pinnacle Amofaba Education Services Ltd

(PAETraining.com) The Hubb Business Centre

335-351 South Rainham Road Dagenham RM10 8QR

Tel nos 07947152878

Email:(s) emmanuel.asiedu@paetraining.com

pinnacleamofahba@gmail.com

info@paetraining.com

Website: https://paetraining.com

Ghana Office -Accra

DVLA Buildings Awoshie

4 Kpako Annan Lane, GA-071-8416

Awoshie Accra Ghana

Tel nos +233 501 809 295