



OPEN ENROLLMENT

Training
Programs



Center for Executive Education

A TRAINING, HR ASSESSMENT & CONSULTANCY FIRM



The **Center for Executive Education (CEE)** aims to play an integral role in the long term development of corporate firms. CEE intends to help the corporate sector in achieving sustained competitive advantage by adding value to their human capital through cutting edge, applicative tool-based training programs.

We incorporate a pragmatic transformation in the corporate world by applying innovative and invigorating andragogy and techniques. With a rich and diversified blend of service offerings that include trainings, consultancies, assessments, social project initiatives, and certifications, we seek to create a positive impact on society and the stakeholders associated with us.



Our Vision

CEE is striving to become the most innovative capacity building and organizational development firm. We aspire to lead our industry by offering the most diversified portfolio of intervention techniques to enhance the intellectual capital of our clients.

Our Mission

CEE's mission is to offer an eco-system of outcome-based solutions to its clients. CEE will incorporate industry best practices which lead to transformational learning. Our team will deliver purpose-oriented intervention programs based on the latest scientific approaches that result in the learning and development of our clients' human resources, giving them the required competitive advantage. We will continue to bring about a pragmatic change in the environment we operate in; the stake holders we collaborate with; our employees and the societal constituents we serve.

We are identifying new and unexplored areas for executive development in the 21st century. We believe in quantifying the learning outcomes through on-the-job applicability for our client organizations. Our competitive edge lies in our intellectual capital that consists of a highly diversified and large pool of internationally qualified trainers and consultants who have proven track records of successfully executing industry projects coupled with multiple corporate exposures and experience.



Goals and Objectives

- Fulfill executive development requirements at the regional and national levels
- Focus on region specific, innovative and emergent areas for training
- Focus on tool-based, skill-oriented interventions through experiential learning
- Adopt customized problem solving approaches through partnering with the client



Director's Message

Welcome to the Center for Executive Education (CEE) at School of Business and Economics (SBE), University of Management and Technology (UMT). CEE has a track record of exerting profound efforts in the way of supporting the learning culture of the corporate sector through provision of trainings and consultancy services and acting as a facilitator of knowledge management.

Our aim is to revolutionize contemporary training practices prevalent in industry by developing an environment of pragmatic erudition through personification and tool-based learning. Our programs enable the corporate and public sector to optimize their capacity and meet the dynamic requirements of industrial modernization through their interaction with CEE.

We offer Open Enrollment Programs (OEP) that aim to sharpen competencies of professionals in diversified and innovative areas of corporate knowledge, ranging from technical to management skills. We help clients to remain conversant with industry best practices and latest business trends by sending their employees to our training sessions that best match the knowledge acquisition needs of their human resources. We create an interactive learning environment, characterized by open interactive discussions among professionals who belong to different industries in order to promote cross-learning.

Our talent pool of enthusiastic and diversified mentors and trainers is highly inspired to support industry and corporate challenges, by demonstrating a blend of technical expertise and personal support during OEP sessions. Our philosophy is to achieve enduring customer satisfaction and retention.

I invite you to join us in the journey of improvement and learning that is directed towards sustainable growth to meet the prevailing demands of the new era of the corporate world characterized by modernization and constant change.



A handwritten signature in blue ink, which appears to read "Asher Ramish". The signature is stylized and includes a horizontal line at the end.

Asher Ramish
Director CEE

Open Enrollment Training Programs

The Center for Executive Education offers a wide-range of trainings in different areas in order to facilitate professionals and corporations in terms of selecting a training course that best fits their needs and optimizes business management. One of our key services is Open Enrollment Training programs that offer a doorway to experienced signature quality programs for our trainees.

Our Open Enrollment Training programs are not typical mass-market training workshops. Instead our programs focus on a specific skill set and/or a broader general management perspective using interactive and experiential learning and exchange techniques. It allows our clients to send as many employees as they need to train in order to keep up-to-date with latest business trends and industry practices.

Our programs offer professionals the latest in industry knowledge with practical real-world applications.

We provide a wide range of programs from technical and soft management skills for front line officers, to strategic management and leadership courses for senior management. Our programs will challenge you to think differently about your business, yourself and how to lead. Our programs will equip and help you in working towards the greater organizational goals and targets.

Objectives

- We believe in facilitating rather than instructing.
- Our Open Enrolment Training programs are developed to facilitate professionals in their career path by developing and augmenting their internal management skills.
- We develop their capabilities to match the external requirements of the dynamic corporate environment that will allow them to accelerate their career growth.





Key Features / Value Additions

- High-impact learning in a short time frame
- Latest thinking and practice-oriented concepts and tools
- Experiential methods fostering self-discovery, self-evaluation; leading towards enhancement of hard and soft skills
- Enable participants to translate into action what they have learned as soon as they return to their companies
- Cross industry learning through interactive sessions
- Exposure to key techniques used in different industries and best practices through case studies, simulations and interactive self reflections; shared by all participants
- Allow professionals to quickly gain the knowledge and tools required to address crucial organizational issues

Our Learning Techniques

- Training Sessions
- Mini Projects
- Skill Development Exercises
- Presentations
- Games and Activities
- Case Study
- Role Play
- Group Work
- Group Discussions
- Reflective Approach

Trainings Offered

Leadership and Team Building

- Leadership Safari- [Skills for Top Management]
- Entrepreneurial Leadership
- Transformational Leadership
- Stakeholders Management
- Iconic Supervisory Skills
- Team Building and Effectiveness
- Leading Innovative Teams
- EQ for Leaders and Management of Emotional Intelligence
- Personal Leadership Workshop
- Strategic Forecasting
- Developing Change Leadership Models
- Strategic Negotiation Skills for Top Management Teams
- MBTI Leadership and Change
- MBTI Leadership and Coaching
- MBTI Leadership Advantage
- MBTI Leadership Assessment

Communication Skills

- Presentation Skills
- Advanced Presentation Skills
- Effective Interpersonal Skills
- Influencing and Negotiation Skills
- Business Report Writing and Communications Skills
- Writing and Managing Emails

Supply Chain Operations and Quality Management

- Supply Chain Management
- Logistics Management
- Supplier Selection Strategies
- Plans for Strategic Sourcing
- Contract Negotiation and Management
- Materials Management in Supply Chains
- Designing Demand Collaboration/CPFR Strategy
- Designing Vendor Managed Inventory Strategy
- Designing 3rd Party Logistics Strategy
- Supply Chain Finance
- Radio Frequency Identification [RFID]
- Quality Assurance in Supply Chain
- Reverse Logistics
- Enterprise Resource Planning [ERP] for Supply Networks
- Designing Supply Networking Strategy
- Supply Chain Performance Measurement through KPIs
- System Dynamics
- Designing a Vendor Development Strategy
- Lean Six Sigma
- Production and Operations Management
- Freight Forwarding Best Practices
- Developing Sustainable Supply Chains
- Balancing Supply with Demand
- Project Management
- Supply Chain Management Simulations
- Inventory and Warehousing Management Best Practices
- Business Process Improvement – Assessment and Design
- Supply Chain ERP Implementation
- Network Optimization Strategy
- Process and Technology Improvement Plans
- Facility Related Decisions
- Statistical Process Control (SPC)
- Designing a Business Process Outsourcing Strategy

Accounting and Finance

- Finance for Non-Financial Managers
- Corporate Governance
- Financial Planning and Forecasting
- Finance for Marketing and Sales Professionals
- Fundamentals of Break-Even Analysis
- Financial Management for Small Business
- Cash Flow Management
- Cost Reduction Programs
- Tax Issues for Small Business
- Profitability and ROI Analysis
- Financial Statement Analysis
- Audit and Compliance
- Corporate Finance for Managerial Decisions
- Working Capital Management
- Financial Modeling
- Financial Reporting with Excel
- Strategic Financial Decisions
- Project Appraisal with Financial Modeling
- Capital Budgeting and Long Term Investment Decisions
- Financial Forecasting with Sensitivity and Decision Tree Approach
- Sustainable Financial Growth
- Credit Risk Analysis
- Anti-Money Laundering
- Basics of Taxation for Salaried Class
- Designing Effective Budgetary Systems and Performance Reporting
- Designing and Implementing Effective Internal Control Systems
- Preventing and Investigating Corporate Frauds

Sales and Marketing

- Building the Customer Base
- Developing a Marketing Plan
- E-Marketing Solutions
- Testing your Business Idea
- Creative Advertising
- Optimal Pricing Strategies
- Branding and Competitive Strategies
- Secrets of Selling
- High Performance Customer Services
- Strategic Brand Management
- Key Account Management
- Selling and Negotiation Skills
- Power Selling
- Digital and Social Media Marketing
- Sales Management Excellence
- Regional Sales Management
- Experiential Marketing
- Sales Force Management
- Web Marketing and Analytics
- Customer Relationship Management
- Optimizing Retail Management
- Idea Creation Studio
- Retail Customer Service

Personal Excellence

- Demonstrating Ownership and Initiatives
- Professional Grooming and Etiquettes
- Winning Mindset
- Neuro Linguistic Programming for Managers
- MBTI Stress and Time Management
- Essentials of Management
- Enhancing Supervisory Skills
- Effective Goal Setting

Management and Strategy

- Problem Solving and Strategic Decision Making
- Business Strategic Plans
- Crafting Business Strategy
- Strategy Framework and Analysis
- Developing Balance Scorecard
- SMART KPIs Development
- Managerial Leadership Grid
- Effective Delegation and Empowerment
- Innovation and Creativity for Managers
- Professional Excellence for Executives
- General Manager's Competencies and Leadership
- Reaping most out of Meetings
- Knowledge Management Tools and Applications in Organizational Setups
- Conflict Resolution and Management
- Feedback Mechanism
- Implementing Change Management
- Business Ethics and Professionalism
- Managing Cross Functional Teams
- Monitoring and Evaluation of Projects
- Managing Successful Business Relations with Chinese Businesses
- Negotiation Skills: Process, Strategy and Frameworks
- Work Life Balance
- Management of Self and People in Organizations
- Dealing with Crises and Stress Management -- Strategies and Tactics
- Design of Risk Management System [Risk Analysis, Risk Assessment, Risk Evaluation and Risk Reporting]
- Risk Management Audit System

Human Resource Management

- Organization Structure Streamlining
- Knowledge Worker Management
- Employee Engagement
- Employee Recruitment and Retention
- Interviewing Techniques
- Performance Management and Documentation
- Performance Appraisal and Compensation Management
- Training Need Analysis
- Personnel Competencies Analysis
- Advanced Corrective Action
- Discipline and Termination
- Workforce Motivation
- Facilitation Skills
- Handling Workplace Pessimism
- Legal Employment Issues
- Managing Workers' Compensation and Health Insurance Costs
- Precluding Workplace Violence
- MBTI Conflict Management
- Train-the-Trainer
- Balance Scorecard for HR
- Coaching and Mentoring
- HR for Non HR Professional
- Succession Planning
- HRM for Line Managers

Information System

- MS Office
- Excel for Beginners
- MS Excel –Advanced Level
- Electronic Business For Everyone - A Practical Approach
- ERP through Simulation

Our Facilitators – Talent Pool

In order to facilitate the learning and growth of professionals, we have developed highly skilled professionals who act as a role model and demonstrate confidence, maturity, and enthusiasm. Members of our talent pool create a supportive environment, by clearly explaining the tasks and procedures, and listening actively and sensitively to the audience. Our experts are able to balance multiple responsibilities and manage time effectively. Our talent panel is experienced with real-time expertise. They bring a perfect blend of “Academic Knowledge as well as Industry Exposure” to handle management related problems.



Adeel S. Shaikh

Adeel is a seasoned resource in the area of Finance. He has conducted trainings with LCCI, FBR and multiple corporate firms in the areas of Finance, Risk Management, Capital Budgeting and Evaluations. He has earned his CPA and CMA from Canada. Prior to that, he completed MS in Finance from Virginia Commonwealth University, USA. Adeel's exposure to Canada, USA, and Pakistan academically and professionally makes him elite with great deliverables.



Aly Raza Syed

Aly works as a bespoke trainer, intervention specialist and strategic consultant. He holds a degree of Masters in International Business from the Helsinki, Finland and has over two decades of corporate experience. He is CFERT Certified from the George Mason University, USA.

As an intervention coach, Aly has successfully delivered trainings on Seamless Team Building, Negotiations Strategies, Leadership Echo Systems, Iconic Supervisory Skills, Leadership Adventure, Strategy Safari, Outbound Away Day, etc. His clients include Total Parco, Zeitgeist, Pepsi Cola Pakistan, Lotte Kolson (Pvt.) Ltd, Coca-Cola International, Gourmet Foods, Auriga Chemicals, Civil Services Academy, Nestle Pakistan etc.



Dr. Ammar Aftab Raja

Dr. Ammar has done his PhD in Finance from The London School of Economics and Political Science (LSE). He is a Disruptive Data Scientist, and believes in using the power of Big Data Analytics to disrupt everything from the Banking sector to the Government. His areas of expertise include Game Theory, Gamification, Mathematical Thinking, Statistical Data Analysis, Time Series Analysis, Quantitative Analytics, Hadoop Apache Spark, Machine Learning, PostgreSQL, MongoDB, IBM Watson Analytics, Version Control Tools, Git, Github, Gitbucket, Gitlab, User Acceptance Testing and all aspects of data scraping, cleaning, visualizing and deploying Data products using R Statistical Programming Language.



Asher Ramish

Asher has conducted numerous workshops in Pakistan in the areas of Supply Chain Management, Logistics Management and related areas. Employees from Cocacola, Pepsi, ICI Chemicals, Bata, Service Industries, Stylo Shoes, Berger Paints, PSO, Shell, Total Parco, Packages and Agility Logistics have attended his trainings. His last consultancy project was regarding the development of supply chain procurement process for a multinational footwear organization. Asher previously, has done an MS in Production Management from Germany.



Fatima Manzar

Fatima is gold medalist in teaching English as a second language and a qualified expert in Honey and Mumford Learning Styles Questionnaires from Pearson, UK. She is also a qualified assessor of IQ and personality for young and adult students. Her training style is need-driven which ensures meaningful transfer of training. Fatima is a stakeholder driven and interactive English Language Trainer with an informed teaching experience. She has worked for clients in the IT, Service, Retail, Pharma and other industries.



Dr. Haroon Rasheed

Dr. Haroon Rasheed earned his PhD Marketing in 2012 from Wuhan University of Technology, China and joined CAA China as Marketing Consultant. He has 16 years of experience as corporate trainer in the fields of Communication Skills, Interpersonal Skills, Time Management, Organizational Development, Sales and Sales Force Management, Service Failure and Service Recovery. Currently, he is associated with the Chinese Embassy in Pakistan as a Social Media Strategist.



Ijaz Yusuf

Ijaz earned his Master of Engineering degree in Industrial Engineering and Management from Asian Institute of Technology (AIT), Bangkok, Thailand. He has conducted many training workshops for NPO, PNAC, SMEDA, LCCI, MCCI, FCCI, SCCI, GCCI, FPCCI, TDAP, PREGTTI, PAAPAM, PEFMA, PIQC, QCI and IEP. He is the Vice Chairman of Quality and Productivity Society of Pakistan, the President of Pakistan Chapter of System Dynamics Society MIT, USA.



Imran Sadiq

Imran is a highly skilled business professional with over 14 years of experience in Customer Management and Business organizations with some of the best organizations in the world. He has worked at Taco Bell, PepsiCo, USA, as a training manager. During his tenure at Unilever Pakistan, Imran achieved new milestones by giving 121% growth on sales targets. He has also conducted training for the sales staff at Unilever Pakistan on retail planning.



Lt. Col. Dr. Imtiaz Mahmud, PhD

Dr. Imtiaz has been conducting Training, Meditation and Therapy sessions for a wide cross section of people. He is Master Practitioners of Neuro Linguistic Programming (NLP) and PhD in "Time Lines" of NLP. He is also Reiki Master (Usui and Kundalini), Certified Hypnotherapist, Silva Method Practitioner, Acupressure Specialist, Health Palmist, Numerologist, Astrologer, Counselor and Spiritual Healer. He is the founder of One Minute Wonder (OMW) and Turbo Reiki. He has been presenting papers in The World Congress on Alternative Medicine and Pain Management and has been awarded the Award of Excellence.



Kamran Rashid

Kamran Rashid earned his Master in Manufacturing Systems Engineering from University of Wisconsin-Madison, USA. He has more than twenty years of professional experience in the manufacturing industry of Pakistan. Kamran is also actively involved in training corporate professionals and entrepreneurs in the areas of Project Management, Supply Chain Management, Operations Management, Decision Analysis, and Quality Management.



Mubashar Hussain

Mubasher has 20 years of hands-on experience in implementation and coaching. He is an exceptional trainer in Facebook marketing, Social media platform creation, Digital Strategy, Email marketing, Website Design and Search Engine Optimization (SEO). He works with companies and executives to grow their personal and business through social, digital and marketing automation to build new products and strategic approaches for marketing, analytics, product selling, public relations, content strategy and B2B influencer marketing. He has a quick thought process, is highly efficient and extremely knowledgeable in social media.



Manzar Bashir

Manzar is a BPS qualified occupational psychologist who uses scientifically reliable international assessments with senior executives and leaders to prepare them for greater challenges ahead. Manzar graduated from NUST Business School with MBA in HR, later went to London for his Masters in Human Resource Development from Middlesex University, UK. With extensive international experience of working as a management consultant and intervention coach, Manzar is trained and certified in the use of Ability tests including Seville, SHL, Able®, Pearson and world's top personality tools including BIG-FIVE, MBTI®, Giotto, Orpheus, and is a certification provider of Trait Personality Inventory.



Muhammad Mahmood Shah

Mahmood Shah holds an MA in Economics and Master of Business Economics from Punjab University and an MS in Finance from COMSATS Institute of Information Technology (CITT), Lahore, Pakistan. His corporate experience includes employment, directorship and advisory to national and international education institutions. He is leading various development projects at the Institute of Islamic Banking. His research focuses on the need for an education module that supplement growth of Islamic finance through trained human resources.



Dr. Naveda Kitchlew

Dr. Naveda earned her DBA in Business Administration from University of BATH, UK. Prior to that, she holds MA degree in Industrial Organizational Psychology from National Louis University, USA. Naveda has conducted several training in areas like Diversity in the Workplace, Leadership in a Changing World, and Professional Motivation and Performance. She offers practical skills and develops in participants an analytical ability necessary to identify competencies for success, to create development plans, write assessment reports and revitalize the overall quality of the client relationship.



Dr. Nauman Shah

With extensive experience in using serious games to make training more immersive, engaging and motivating, Dr. Nauman aims to bring an innovative change in the education system by providing an interactive and immersive teaching environment. His research interests include gamification of Information Systems training modules to provide simulation based experience to the students. He has done his PhD in Computer Science from University of Hertfordshire where he worked as a research associate for a European Commission-funded project, Supervised Care and Rehabilitation Involving Personal Tele-Robotics (SCRIPT).



Rashid Hussain

Rashid Hussain is a Chartered Marketer, certified and licensed by Asian Federation of Marketing, in Singapore. He holds MS degree from Maastricht University, The Netherlands. He is associated with USAID and the British Council, as Technical Advisor and External Evaluator. He also served as a Director Programs at the Institute of Knowledge and Leadership (IKL), having offices in both Dubai/UAE and Ankara, Turkey.



Dr. Rubeena Tashfeen

With vast experience in the field of Finance and Accounting, Dr. Rubeena has conducted various training and provided consultancy in the areas of Financial Management, Risk Management and Corporate Governance. Her key clients include Coopers & Lybrand Pakistan and Ford Rhodes Robson Morrow (Representative of Ernst & Young), Chartered Accountants Pakistan. She did her PhD from Victoria University of Wellington in 2016. She also holds a degree of MBA Finance and MS in English Literature.



Sadia Asif

Sadia has delivered training in communication skills to various companies of Pakistan; including, Highnoon Laboratories, Hi-Tech Lubricants, Jaffer Brothers, IKAN Engineering Services and Technology Up-gradation. She conducts and provides a variety of exercises and presentation material to help learners practice and strengthen their communication skills. She customizes and tailors the content of the workshops to the needs of the intended participants. She is the first ISW certified facilitator in Pakistan. She has done MA Applied Linguistics from Canada and MA English Literature from Pakistan. She also holds Post-Graduate Certificate in Teaching and Learning in Higher Education.



Sami Ullah Bajwa

Sami Ullah Bajwa is a development practitioner and scholar, having a rich combination of over 12 years of experience of working with UNIDO, and SMEDA. Sami has also worked as Evaluation Consultant with the Asian Development Bank (ADB), World Wildlife Foundation (WWF), Solidaridad Netherlands, Better Cotton Initiative (BCI) and PakLite (Pvt) Ltd. He is also an affiliate of George Mason University, USA.



Tahir Mahmood Fazal

Tahir Mahmood Fazal, ACFA, MBA (Finance and IT), Certified MS Office Specialist, Associate Certified Financial Accountants, has more than 17 years of diversified industry exposure. He is a Professional Trainer of Skill Development Council of Pakistan (SDC), Pakistan Industrial Technical Assistance Center. He has been involved in corporate trainings, workshops, and seminars and in regular classes for Data Analysis, Dashboard Reporting, Excel Spreadsheet techniques, Advanced Charting techniques and Advanced Report development. Tahir possesses special skills in MS Excel 2007, 2010 and 2013. He is an expert in Advanced Excel Building Financial Modeling using Excel Dynamic Dashboards.



Dr. Tashfeen M. Azhar

Dr. Tashfeen has earned his PhD in Industrial and Management Systems Engineering with a focus on Production Planning and Control, Supply Chain Management, Fuzzy Mathematical Modeling, Computer Simulation, and Expert Systems from University of South Florida, USA. He has vast corporate experience in Operations and Supply Chain Management. Dr. Tashfeen has conducted numerous training workshops on Supply Chain Management, Production Planning, Forecasting, and Inventory Control.



Usman Sattar

Usman has more than 10 years of training and consultancy experience in the fields of Information System and System Security. He has conducted several trainings for national and multinational clients with respect to industrial focus. Usman has done his MS in Information Technology Management from University of Sunderland, United Kingdom. He is very successful in motivating participants to develop and enhance their analytical abilities and use IT resources intelligently for the solutions of day to day problems.



Usman Khalid

With a Masters in Information Systems, Usman has gained a unique perspective on how to implement technology in the corporate sector. He has trained different companies to take steps that are beneficial to the organization, as well as the environment. He has also helped make customized MRP software and Inventory Control Systems (ICS) for companies seeking to enhance their technology platform. His latest venture was with an Australian firm, Tandon, in which he used a multiple-regression model to help predict fluctuations in water entitlements. His interest areas include Information Systems, Enterprise Systems, Knowledge Management System, IT Project Management, Decision Support Systems, Data Mining and Data Warehousing.



Dr. Yasir Rashid

Dr. Yasir is an MIT Certified Digital and Social Media Marketing specialist. He has over 8 years of corporate trainings and academic teaching/research experience. He has trained over 2000 corporate executives over the years and worked for multi-billion dollars organizations in Australia, New Zealand and Pakistan.

Our Clients

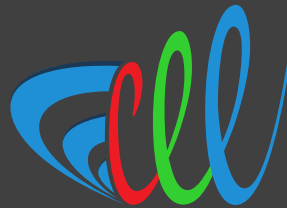


Center for Executive Education

A Training, HR Assessment and Consultancy Firm

Transforming Attitudes and Organizations
by Challenging Minds!

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CENTER FOR
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School of
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