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WELCOME

TO LOGIC INSTITUTE FOR TRAINING & DEVELOPMENT



BASEM ALMODAWIB
CHAIRMAN

Setting off from our strong belief in the importance and effectiveness of training in the growing and development of societies, this training edifice (Logic Institute) has been established for the implanting and developing of the Bahraini skills as well as polishing the same via obtaining national and international certificates of high quality as per the global criteria in addition to providing the necessary support and consultancy whenever needed in order to let the Bahraini national be an effective & productive element in the Kingdom of Bahrain in accordance with the 2030 vision. Thus, in order to increase productivity, the need emerges for citizens who do have the skills and the capabilities that suit each job they occupy. That's why it is a must to do our best so that we keep our skilful workers as well as training and retraining of the Bahraini labour.

In response to 2030 vision for Sustained Development, the administration of Logic Institute has enlarged and diversified the activities of the

institute in the field of training; such as preparing locally purposeful programmes that are based upon the needs of the market and at the same time accrediting international programmes of serial levels that enable the trainee to obtain higher qualifications/ certificates plus experience provided to the same by practitioner trainers in the same field of the awarded certificates in order to achieve the training objectives as well as a positive achievement, under regulating measures and perused analyses of databases that are obtained from the training strategies.

Furthermore, our new website with lots of additions has been inaugurated. We also welcome diversified expertise and profitable dialogue with experts, trainers and specialists in order to present attractive and offers that are of high quality as well as training programmes that are designed with high experience. All of which do agree with the requirements of the labour market.

Logic Institute for Training has also signed coalition & co-operation agreements with

organisations that are working in the field of training in order to add expertise and enact the principle of arbitration in seek for uniqueness.

Our aim is to top the local, regional and the international training centres through an executive strategy that has been subject to much evaluation and follow-up. This expresses our wish to aim at and term a comprehensive vision that is marked by social partnership in the developing and qualifying of the trainees and the training process as well. This is because the training market is teeming with those who need to be developed and qualified in different specialisations. This includes job-hunters as well as in-job trainees who wish to develop their skills in search for promotion.

In conclusion; I would like to thank all the efforts exerted by the Kingdom of Bahrain in order to enact the 2030 vision that aims at qualify and train the Bahraini citizen via the concerned authorities i.e. TAMKEEN, QAA; (The National Education & Training Quality Assurance Authority) and the Ministry of Justice.



WELCOME TO LOGIC INSTITUTE HRD

Logic Institute for Training and HR Development was formed in Bahrain in 2010. It was founded by a group of highly educated and successful Bahraini who are adamant on developing and improving the level of Training in the Kingdom of Bahrain.

Thus, Logic's management philosophy envisions Logic to be recognized as a leading institution that provides a high quality of training, through inspiring its trainees towards their professional development to their utmost performance.

OUR VISION

LOGIC INSTITUTE FOR TRAINING & HUMAN RESOURCES DEVELOPMENT is set with the vision of becoming a distinctive training provider with its innovative trend and development characteristics both education and training. We aim to become a major training source in the Kingdom of Bahrain.

OUR MISSION

1 LOGIC INSTITUTE FOR TRAINING & HUMAN RESOURCES DEVELOPMENT is set to post and upgrade the performance level of the Bahrain work force through:

- Advanced modern curriculum
- Qualified and experienced trainers and instructors
- A very well tailored training environment suitable for each situation

2 Social commitment through the support of social development activities.



WHY LOGIC?

ELEVEN reasons why you should set your course with logic Institute

1. Smart Computer Labs.
2. Smart Classrooms.
3. Comprehensive Resource Room.
4. International Affiliations.
5. Snacks and Refreshments.
6. Experienced Skillful Trainers and Consultants.
7. Free WI FI.
8. Free Consultancy and Advisory Training Services.
9. Sufficient Car Parking.
10. Free Training Needs Analysis (TNA).
11. Prime location at SEEF Area.



**LOGIC
COURSES**



BUSINESS & MANAGEMENT

COMPLETION CERTIFICATE

| | |
|-------------------------------------|--------|
| VAT (new) | 30 hrs |
| Customer Service | 25 hrs |
| Hospitality Skills | 25 hrs |
| Negotiation Skills | 25 hrs |
| Confident Conversationalist | 25 hrs |
| Internal supervision for hotels | 22 hrs |
| Supervisory Skills | 20 hrs |
| Effective Communication Skills | 20 hrs |
| Work Ethics | 20 hrs |
| Problem Solving and Decision Making | 16 hrs |
| Knowledge Management | 15 hrs |
| Change Management | 15 hrs |
| Customer Care | 15 hrs |
| Stress Management | 15 hrs |
| Time Management | 15 hrs |
| Teamwork | 15 hrs |
| Six Thinking Hats | 12 hrs |
| Success Mindset | 8 hrs |





BUSINESS & MANAGEMENT

ATTENDANCE CERTIFICATE

| | |
|--|--------|
| Event and conferences management | 30 hrs |
| Hospitality Management | 18 hrs |
| Leadership (Innovation and Creativity) | 18 hrs |
| Effective Planning and Scheduling | 12 hrs |
| Team Building practical course | 8 hrs |
| Positive thinking | 6 hrs |



CIPS (THE CHARTERED INSTITUTE OF PROCUREMENT AND SUPPLY)

CERTIFICATE FROM CIPS

| | |
|---|---------|
| Professional Diploma in Procurement and Supply (level 6) | 250 hrs |
| Advanced Diploma in Procurement & Supply (level 5) | 250 hrs |
| Diploma in Procurement & Supply (level 4) | 250 hrs |
| Advanced Certificate in procurement and supply Operations (level 3) | 180 hrs |
| Certificate in procurement and supply Operations (level 2) | 180 hrs |





PURCHASING & SUPPLY

COMPLETION CERTIFICATE

| | |
|--|--------|
| Warehouse Management & Stock Control | 30 hrs |
| Measuring Performance in Purchasing & Supply | 30 hrs |
| Contracts Management | 30 hrs |
| Cost Saving Initiatives in Purchasing & Supply | 24 hrs |
| Best Practices of stock Classification Stocking Techniques Course | 12 hrs |

ATTENDANCE CERTIFICATE

| | |
|------------------------------------|--------|
| Introduction to Purchasing Skills' | 30 hrs |
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ENGINEERING & IT

COMPLETION CERTIFICATE

| | |
|-------------------------------------|--------|
| AutoCAD Introduction to 2D drafting | 36 hrs |
| Microsoft excel - Advance | 12 hrs |





BAHRAIN LABOR LAW

ATTENDANCE CERTIFICATE

Implementation of Bahrain Labour Law 20 hrs



SOCIAL MEDIA

INTERNATIONAL CERTIFICATE

The National Institute for Social Media 40 hrs

