



# *COMPANY PROFILE*

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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 WiFi.
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
Communication strategies	25 hrs
High Performance Teams (In Workplace)	25 hrs
Manager Management	25 hrs
Supervising Others	25 hrs
Administrative 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
Leadership for Greater Impact	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







## BUSINESS & MANAGEMENT

### ATTENDANCE CERTIFICATE

Event and conferences management	30 hrs
Hospitality Management	18 hrs
Leadership (Innovation and Creativity)	18 hrs
التدقيق اللغوي	15 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

Social Media strategist - NISM 40 hrs

Social Media Marketing - NISM 30 hrs

