

# KW 2018 CALENDAR

011 464 5025

info@ikworx.co.za / training@ikworx.co.za

12-8 Incubation Drive, Riverside View Ext 15

Fourways, Midrand, 2021

Unit 114

Block 5

ikworx.co.za

ikworx

@ikworx

JOBS STRATEGY INNOVATION  
TRAINING & DEVELOPMENT  
LEARN CONCEPT  
GOALS EMPLOYEE SUCCESS SUCCESS

	january	february	march	april	may	june	july	august	september	october	november	december	
Sun				1			1						Sun
Mon	1			2			2			1			Mon
Tue	2			3	1		3			2			Tue
Wed	3			4	2		4 Project Management	1		3			Wed
Thu	4	1	1	5	3		5 Project Management	2		4	1		Thu
Fri	5	2	2	6	4 Sports & Team Building	1	6 Project Management	3		5	2		Fri
Sat	6	3	3	7	5	2	7	4	1	6	3	1	Sat
Sun	7	4	4	8	6	3	8	5	2	7	4	2	Sun
Mon	8	5	5	9	7	4	9	6 Total Quality Management for Optimal Business Performance	3	8	5	3 Networking half day Seminars (TBA)	Mon
Tue	9	6	6	10	8 Transport and Logistics	5	10	7 Total Quality Management for Optimal Business Performance	4 Management Skills for Maintenance Supervisors	9	6	4	Tue
Wed	10	7 Advanced Secretaries	7	11 Recruitment and Selection Training Course	9 Transport and Logistics	6	11	8 Total Quality Management for Optimal Business Performance	5 Management Skills for Maintenance Supervisors	10	7 AEDRM	5	Wed
Thu	11	8 Advanced Secretaries	8 Safety Mindset	12 Recruitment and Selection Training Course	10	7	12	9	6 Management Skills for Maintenance Supervisors	11	8 AEDRM	6	Thu
Fri	12	9 Advanced Secretaries	9	13 Recruitment and Selection Training Course	11	8 Safety Mindset	13	10	7	12	9 AEDRM	7	Fri
Sat	13	10	10	14	12	9	14	11	8	13	10	8	Sat
Sun	14	11	11	15	13	10	15	12	9	14	11	9	Sun
Mon	15	12	12	16 Advanced public procurement, fraud and contract management	14	11	16	13	10	15	12	10	Mon
Tue	16	13	13	17 Advanced public procurement, fraud and contract management	15	12	17	14	11	16 Digitization Conference	13	11	Tue
Wed	17	14 Valentine's Gala	14 Advanced Electronic Documents and Records Management	18 Advanced public procurement, fraud and contract management	16 Public Sector Budgeting and Planning	13 Women in Mining	18 Talent and Succession Management	15 Women in Leadership Program	12	17 Digitization Conference	14 Executive PA's and Secretaries Course	12	Wed
Thu	18	15	15 Advanced Electronic Documents and Records Management	19 Advanced public procurement, fraud and contract management	17 Public Sector Budgeting and Planning	14 Women in Mining	19 Talent and Succession Management	16 Women in Leadership Program	13	18 Digitization Conference	15 Executive PA's and Secretaries Course	13	Thu
Fri	19	16	16 Advanced Electronic Documents and Records Management	20 Advanced public procurement, fraud and contract management	18 Public Sector Budgeting and Planning	15 Women in Mining	20 Talent and Succession Management	17 Women in Leadership Program	14	19 Digitization Conference	16 Executive PA's and Secretaries Course	14	Fri
Sat	20	17	17	21	19	16	21	18	15	20	17	15	Sat
Sun	21	18	18	22	20	17	22	19	16	21	18	16	Sun
Mon	22	19 Tender and Contract Management Training	19	23	21 IDP	18	23 Advanced Customer Care	20 QMS	17 Municipal Supply Chain	22	19	17	Mon
Tue	23	20 Tender and Contract Management Training	20	24 Construction	22 IDP	19	24 Advanced Customer Care	21 QMS	18 Municipal Supply Chain	23	20	18	Tue
Wed	24 Advanced Secretaries	21 Tender and Contract Management Training	21	25 Construction	23 IDP	20 Monitoring & Evaluation	25 Advanced Customer Care	22 QMS	19	24	21	19	Wed
Thu	25 Advanced Secretaries	22 Tender and Contract Management Training	22	26 Construction	24 Business Communication and Report Writing Skills	21 Monitoring & Evaluation	26	23 QMS	20	25	22	20 End Year Function	Thu
Fri	26 Advanced Secretaries	23 Tender and Contract Management Training	23	27	25 Business Communication and Report Writing Skills	22 Monitoring & Evaluation	27	24 QMS	21 Heritage Braai	26	23	21	Fri
Sat	27	24	24	28	26	23	28	25	22	27	24	22	Sat
Sun	28	25	25	29	27	24	29	26	23	28	25	23	Sun
Mon	29	26 Advanced Customer Care	26	30	28	25 Tender and Contract Management Training	30	27	24	29 Municipal Integrated Development Planning	26	24	Mon
Tue	30	27 Advanced Customer Care	27		29	26 Tender and Contract Management Training	31	28	25	30 Municipal Integrated Development Planning	27	25	Tue
Wed	31	28 Advanced Customer Care	28		30 Advanced Electronic Documents and Records Management	27 Tender and Contract Management Training		29 Local Economic Development	26 AEDRM	31 Municipal Integrated Development Planning	28	26	Wed
Thu			29		31 Advanced Electronic Documents and Records Management	28 Tender and Contract Management Training		30 Local Economic Development	27 AEDRM		29	27	Thu
Fri			30			29 Tender and Contract Management Training		31 Local Economic Development	28 AEDRM		30	28	Fri
Sat			31			30			29			29	Sat

Be Phenomenal

Advanced Secretaries	Advanced Secretaries	Valentine's Gala	Tender and Contract Management Training	Advanced Customer Care	Safety Mindset	Advanced Electronic Documents and Records Management	Transport and Logistics	Advanced Electronic Documents and Records Management	Heritage Braai
Construction		IDP	Advanced public procurement, fraud and contract management	Recruitment and Selection Training Course	Public Sector Budgeting and Planning	Women in Mining	Tender and Contract Management Training	Advanced Customer Care	
Sports & Team Building		Municipal Integrated Development Planning	Women in Leadership Program	Business Communication and Report Writing Skills	Monitoring & Evaluation	Digitization Conference	Project Management		
QMS		AEDRM	Management Skills for Maintenance Supervisors	Safety Mindset	Municipal Supply Chain	Executive PA's and Secretaries Course			
AEDRM				Talent and Succession Management					
Networking half day Seminars (TBA)				Total Quality Management Optimal Business Performance					
				Local Economic Development					
				End Year Function					