

MOST IMMEDIATE

No. 2(13)/2009-Admn-I
Government of Pakistan
Ministry of Commerce



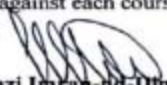
Islamabad, the 10th November, 2014

CIRCULAR

Pakistan Manpower Institute has invited the nominations for the following Computer training course scheduled to be held in the month of December, 2014:-

i.	Two Days Computer Training Course on " Modern Data Base Management " from 22nd to 24th December, 2014 (Timing: 9:00 a. m to 2:00 p.m).	28-11-2014
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2. It is therefore requested that the nomination of suitable officers/officials of BS-11 and above along with their E-Mail Address duly approved/recommended by their respective senior officers may kindly be furnished to the undersigned as the date mentioned against each course.


(Qazi Imran-ud-Din)
Section Officer (Admn-I)



F. No. 11(17)/2014-CT
Government of Pakistan
Ministry of Federal Education and Professional Training
PAKISTAN MANPOWER INSTITUTE
Shahrah-e-Suhrawardy near Zero Point
Islamabad, Dated 24th October, 2014

DIRECTOR

Phone (O) 051-9252546 Fax 051- 9252595

Email, rana_mef@hotmail.com

SUBJECT: COMPUTER TRAINING COURSE SCHEDULE FOR THE MONTH OF DECEMBER 2014.

Dear Sir,

Pakistan Manpower Institute (PMI) organizes a series of training courses/seminars/workshops in the wide spectrum of Human Resource Development and other important national and international issues. These programmes are organized for the Officers and Executives from Public and Private Sector Organizations dealing with human resource development and management. The purpose of organizing such activities is to disseminate information to the participants and enhance their Skills.

2. The Institute has planned to organize a Computer Training Course on the following subject.

Name of Course/Seminar	Duration	Course Coordinator
<i>Modern Data Base Management</i>	<i>22-24, December, 2014</i>	<i>Mr. Asif Safdar, Assistant Director</i>

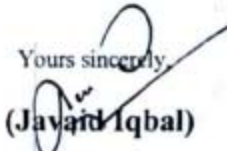
3. You are requested to send nomination(s) of officers of BS-11, and above for the above stated course from your organization. Nominees are required to bring their one recent passport size photograph and copy of the official identity card along with them for the registration purpose. Timing of the courses/seminar will be from 0900-1400. The Institute will not charge any fee for the above mentioned course. However, TA/DA & accommodation facilities if needed, will be provided to the participants by their respective organizations. The nomination of nominees may forward this Department on the format given below.

S.No	Name & Designation	Name of Course/Seminar	Contact No.	Email Address
1.				

4. Your personal interest in the matter will be highly appreciated.

5. In case of further information required the respective course coordinator may be contacted as mentioned Para 2 of this letter.

With best regards.

Yours sincerely,

(Javed Iqbal)

Secretary,
Commerce Division, Ministry of Commerce and
Textile Industry, Block "A", Pak. Secretariat, Islamabad