

| NO                 | MATERI   | BULAN : Mei |         |       |         |       |         |       |         |   |        |
|--------------------|--|-------------|---------|-------|---------|-------|---------|-------|---------|---|--------|
|                    |  | MINGGU KE   |         |       |         |       |         |       |         |   |        |
|                    |  | 1           | TEMPAT  | 2     | TEMPAT  | 3     | TEMPAT  | 4     | TEMPAT  | 5 | TEMPAT |
| <b>SOFT SKILLS</b> |  |             |         |       |         |       |         |       |         |   |        |
| 1                  | <i>Communication Skill</i>   | 02-03       | Bali    | 08-09 | Jakarta | 15-16 | Jogja   | 22-23 | Bandung |   |        |
| 2                  | <i>Time Management</i>   | 03-04       | Jakarta | 09-10 | Jogja   | 16-17 | Bandung | 23-24 | Bali    |   |        |
| 3                  | Anti Pencucian Uang & Pencegahan Pendanaan Terorisme (APU PPT)         | 04-05       | Jogja   | 09-10 | Bandung | 17-18 | Bali    | 23-24 | Jakarta |   |        |
| 4                  | <i>Problem Solving &amp; Decision Making</i>                           | 03-04       | Lombok  | 08-09 | Bali    | 18-19 | Jakarta | 22-23 | Jogja   |   |        |
| 5                  | <i>Service Leadership</i>  | 02-03       | Bali    | 08-09 | Jakarta | 18-19 | Jogja   | 22-23 | Bandung |   |        |
| 6                  | <i>Coaching and Counselling</i>  | 02-03       | Jakarta | 09-10 | Jogja   | 17-18 | Bandung | 23-24 | Bali    |   |        |
| 7                  | <i>Stress Management</i>   | 03-04       | Jogja   | 09-10 | Bandung | 16-17 | Bali    | 23-24 | Jogja   |   |        |
| 8                  | Analisa Laporan Keuangan   | 04-05       | Bandung | 08-09 | Bali    | 15-16 | Jogja   | 22-23 | Bandung |   |        |
| 9                  | <i>Treasury Management</i>   | 03-04       | Bali    | 08-09 | Jogja   | 15-16 | Bandung | 22-23 | Bali    |   |        |
| 10                 | Kepailitan dan Hak Tanggungan  | 02-03       | Jogja   | 09-10 | Bandung | 16-17 | Bali    | 23-24 | Jakarta |   |        |
| 11                 | <i>Corporate Culture</i>   | 02-03       | Bandung | 09-10 | Bali    | 17-18 | Jakarta | 23-24 | Jogja   |   |        |
| 12                 | <i>Key Performance Indicator</i>                                       | 03-04       | Bali    | 08-09 | Jakarta | 18-19 | Jogja   | 22-23 | Bandung |   |        |
| 13                 | <i>NLP (Neuro Linguistic Program) &amp; Motivation Selling</i>         | 04-05       | Jakarta | 08-09 | Jogja   | 18-19 | Bandung | 22-23 | Bali    |   |        |
| 14                 | <i>NPL (Non Performing Loan) &amp; Motivation Selling</i>              | 03-04       | Jogja   | 09-10 | Bandung | 17-18 | Bali    | 23-24 | Jakarta |   |        |
| 15                 | <i>Hypnoselling</i>  | 02-03       | Bandung | 09-10 | Bali    | 16-17 | Jakarta | 23-24 | Jogja   |   |        |
| 16                 | <i>Human Capital Development</i>                                       | 02-03       | Bali    | 08-09 | Jakarta | 15-16 | Jogja   | 22-23 | Bandung |   |        |
| 17                 | Anger Management Skill & Effective Working Habits                      | 03-04       | Jakarta | 08-09 | Jogja   | 15-16 | Bandung | 22-23 | Bali    |   |        |
| 18                 | Menciptakan budaya konflik positif                                     | 04-05       | Jogja   | 09-10 | Bandung | 16-17 | Bali    | 23-24 | Jakarta |   |        |
| 19                 | Powerful presentation skill for non sales                              | 03-04       | Bandung | 09-10 | Bali    | 17-18 | Jakarta | 23-24 | Jogja   |   |        |
| 20                 | <i>Professional Secretary Skills</i>                                   | 02-03       | Bali    | 08-09 | Jakarta | 18-19 | Jogja   | 22-23 | Bandung |   |        |
| 21                 | <i>Public Speaking</i>   | 02-03       | Jakarta | 08-09 | Jogja   | 18-19 | Bandung | 22-23 | Bali    |   |        |
| 22                 | <i>Professional Ethics</i>   | 03-04       | Jogja   | 09-10 | Bandung | 17-18 | Bali    | 23-24 | Jakarta |   |        |
| 23                 | <i>Best Practice in Competency Based on Human Resources Management</i> | 04-05       | Bandung | 09-10 | Bali    | 16-17 | Jakarta | 23-24 | Jogja   |   |        |
| 24                 | <i>Marketing &amp; Negotiation Skill</i>                               | 03-04       | Bali    | 08-09 | Jakarta | 15-16 | Jogja   | 22-23 | Bandung |   |        |
| 25                 | <i>Business Presentation Technique</i>                                 | 02-03       | Jakarta | 08-09 | Jogja   | 18-19 | Bandung | 22-23 | Bali    |   |        |
| 26                 | <i>How to Implement GCG and Corporate Culture Effectively</i>          | 02-03       | Jogja   | 09-10 | Bandung | 18-19 | Bali    | 23-24 | Jakarta |   |        |
| 27                 | Penegakan Kepatuhan pada Internal Perbankan                            | 03-04       | Lombok  | 09-10 | Bali    | 17-18 | Jakarta | 23-24 | Jogja   |   |        |
| 28                 | <i>Corporate Secretary</i>   | 04-05       | Bali    | 08-09 | Jakarta | 16-17 | Jogja   | 22-23 | Bandung |   |        |
| 29                 | <i>Customer Service Excellent</i>                                      | 03-04       | Jakarta | 09-10 | Jogja   | 15-16 | Bandung | 23-24 | Bali    |   |        |
| 30                 | <i>Time Table For Marketing Plan</i>                                   | 02-03       | Jogja   | 08-09 | Bandung | 16-17 | Bali    | 22-23 | Jakarta |   |        |

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|                   |   | MINGGU KE   |         |       |         |       |         |       |         |   |        |
|                   |   | 1           | TEMPAT  | 2     | TEMPAT  | 3     | TEMPAT  | 4     | TEMPAT  | 5 | TEMPAT |
| <b>HARD SKILL</b> |   |             |         |       |         |       |         |       |         |   |        |
| 31                | Risk Management                                     | 02-03       | Bandung | 08-09 | Bali    | 17-18 | Jakarta | 22-23 | Jogja   |   |        |
| 32                | Compliance  | 03-04       | Bali    | 09-10 | Jakarta | 18-19 | Jogja   | 23-24 | Bandung |   |        |
| 33                | Managerial Skill For Secretary                      | 04-05       | Jakarta | 09-10 | Jogja   | 18-19 | Bandung | 23-24 | Bali    |   |        |
| 34                | Pemeliharaan Aset                                   | 03-04       | Jogja   | 08-09 | Bandung | 17-18 | Bali    | 22-23 | Jogja   |   |        |
| 35                | AYDA  | 02-03       | Bandung | 08-09 | Bali    | 16-17 | Jogja   | 22-23 | Bandung |   |        |
| 36                | Eksekusi Hak Tanggungan                             | 02-03       | Bali    | 09-10 | Jogja   | 15-16 | Bandung | 23-24 | Bali    |   |        |
| 37                | Kepailitan dan Hapus Tagih                          | 03-04       | Jogja   | 09-10 | Bandung | 15-16 | Bali    | 23-24 | Jakarta |   |        |
| 38                | Analisa Kredit Korporasi                            | 04-05       | Bandung | 08-09 | Bali    | 16-17 | Jakarta | 22-23 | Jogja   |   |        |
| 39                | Analisis dan Risiko Kredit                          | 03-04       | Bali    | 08-09 | Jakarta | 17-18 | Jogja   | 22-23 | Bandung |   |        |
| 40                | Monitoring, Pengelolaan NPL dan Supervisi Kredit    | 02-03       | Jakarta | 09-10 | Jogja   | 18-19 | Bandung | 23-24 | Bali    |   |        |
| 41                | Hukum Perkreditan                                   | 02-03       | Jogja   | 09-10 | Bandung | 18-19 | Bali    | 23-24 | Jakarta |   |        |
| 42                | Credit Analysis                                     | 03-04       | Bandung | 08-09 | Bali    | 17-18 | Jakarta | 22-23 | Jogja   |   |        |
| 43                | Manajemen Kredit Mikro/Ritel                        | 04-05       | Bali    | 08-09 | Jakarta | 16-17 | Jogja   | 22-23 | Bandung |   |        |
| 44                | Manajemen dan Adminstrasi Kearsipan (Filing System) | 03-04       | Jakarta | 09-10 | Jogja   | 15-16 | Bandung | 23-24 | Bali    |   |        |
| 45                | Pengadaan Barang dan Jasa                           | 02-03       | Jogja   | 09-10 | Bandung | 18-19 | Bali    | 23-24 | Jakarta |   |        |
| 46                | Perencanaan Karir                                   | 02-03       | Bandung | 08-09 | Bali    | 18-19 | Jakarta | 22-23 | Jogja   |   |        |
| 47                | Penyusunan Rencana Bisnis Perusahaan                | 03-04       | Bali    | 09-10 | Jakarta | 17-18 | Jogja   | 22-23 | Bandung |   |        |
| 48                | Manajemen Pendidikan dan Pelatihan                  | 04-05       | Jakarta | 08-09 | Jogja   | 16-17 | Bandung | 23-24 | Bali    |   |        |
| 49                | Consumer Loan Kredit Pemilikan Rumah                | 03-04       | Jogja   | 08-09 | Bandung | 15-16 | Bali    | 23-24 | Jakarta |   |        |
| 50                | Perencanaan Bisnis                                  | 02-03       | Bandung | 09-10 | Bali    | 16-17 | Jakarta | 22-23 | Jogja   |   |        |
| 51                | Manajemen Pengelolaan Kendaraan Perusahaan          | 03-04       | Bali    | 08-09 | Jakarta | 17-18 | Jogja   | 23-24 | Bandung |   |        |

**Keterangan :** Kami menyelenggarakan Public Training & In-House Training dengan materi training dan lokasi sesuai dengan kebutuhan perusahaan.

Jadwal Training yang tertera di atas adalah penyelenggaraan 2 hari, Untuk paket 3 (tiga) dan 4 (empat) hari adalah lanjutan dari jadwal tersebut.

Contoh : Untuk Jadwal Training 2 (dua) hari Communication Skill 02-03 Mei 2017, maka untuk Public Training 3 (tiga) hari 02-03 Mei 2017, dan untuk public training selama 4 (empat) hari 02-03 Mei 2017.

Apabila ada materi lain yang di butuhkan (tidak tertera dalam jadwal training kami) kami siap membantu dengan senang hati.