



Ethiopian Civil Service University

Training Institute

2023/2024 Academic Year Short-Term Training Calendar

Ethiopia Civil Service University's (ECSU) training institute is committed to providing top-notch training solutions to employees, leaders and public sector organizations alike. It offers a wide range of comprehensive short-term and medium-term training courses across various disciplines. The institute has designed a diverse portfolio of training titles that cater to various sectors and professions (the training brochure with the list of all training titles can be accessed through the university website –www.ecsu.edu.et). Our team of experienced trainers ensures that each programme is tailored to meet the specific needs and requirements of trainees.

The institute has two modalities to accommodate the training demands of our clients.

- 1- ***On-Demand Training***:- The institute offers various trainings that can be scheduled based on your request either on the University campus or at your convenient venue. This modality gives you the freedom to choose your suitable date and time for the training.
- 2- ***Scheduled Training***:- This modality has a pre-planned schedule for our selected training programmes, where training participants can enrol on a definite date. This option provides an opportunity for organisations who may want to send few number of participants. The training venue will on the University campus. For the training to be carried out, a minimum of 15 trainees should register for the course; however, the trainees are not expected to come from a single organisation. The training courses listed under scheduled training could also be offered on-demand basis.

Note: Training fees will be based on the University payment standards.

No.	Training Course Title	No. of Training Days	Last Date of Registration	Training Delivey Date/Month/Year
1	IFRS	7	6/11/2023	13-21/11/2023
			15/01/2024	22-30/01/2024
2	Comunication Skill	3	18/12/2023	25-27/12/2023
			26/02/2024	4-6/03/2024
3	Gender and Leadership	5	20/11/2023	27/11–1/12/2023
			13/05/2024	20-24/05/2024
4	Research Methodology	5	11/03/2024	18 -22/03/2024
5	IPSAS	5	20/11/2023	27/11- 1/12/2023
			14/02/2024	22-26/02/2024
6	Problem Solving & Decision-Making	5	20/11/2023	27/11- 1/12/2023
7	Basic GIS	5	27/11/2023	4-8/12/2023
			11/03/2024	18-22/03/2024
8	SPSS	5	12/02/2024	19-23/02/2024
9	STATA	5	18/03/2024	25-29/03/2024
10	Internal Audit	7	15/04/2024	22-30/04/2024
11	Urban Transport Planning & Management	5	6/05/2024	13-17/05/2024
12	Peachtree Accounting	5	4/03/2024	11-15/03/2024
			8/04/2024	15-19/04/2024
13	Mindset	3	4/12/2023	12-14/04/2024
14	Government Accounting System	6	12/02/2024	19-24/02/2024
15	Program Budget Preparation and Management	5	15/04/2024	22-26/04/2024
16	GIS application for Urban Planning	5	11/12/2023	18-22/12/2023
17	Public Procurement Administration	6	22/01/2024	29/1/24 - 2/2/24
18	Logistic and Fright Transport	5	15/04/2024	22-26/04/2024
19	Public Property Administration	6	14/12/2023	25-30/12/2023
20	Basic remote sensing (Data downloading & preprocessing)	5	18/12/2023	25-29/12/2023
			13/05/2024	20-24/05/2024
21	Planning, Monitoring, Evaluation & Reporting	5	15/01/2024	22-26/01/2024

22	GIS application for Transport	5	22/01/2024	29/1- 2/ 2/24
			8/04/2024	15-19/04/2024
23	TOT (Training of Trainers)	5	5/02/2024	12-16/02/2024
			15/04/2024	22-26/04/2024
24	Life skill	5	11/03/2024	18-22/03/2024
25	Time Management	3	5/02/2024	13-15/02/2024
26	Construction Contract Procurement and Administration	5	10/06/2024	17-21/06/2024

If you require any further assistance or have specific training requirements, please do not hesitate to reach out to our offices:

- Dean Office: *Block 3, 1st Floor, Office # 102, Phone: +251116452005*
- Deputy Dean Office : *Block 3, 1st Floor, Office #100, Phone: 251-118333164*
- Training Center Office: *Block 3, 2nd Floor, Office # 213, Phone: +251-116463724*

Email Us using: TrainingInstitute@ecs.u.edu.et or traininginstitute.ecsu@gmail.com

Thank you for considering ECSU- Training Institute as your training partner.