

Training Programme Information

Funded under SG Enable Training Grant
Vocational Skills Training

Programme Title	Programme Details	Nett Fee (payable by Trainees)	Duration	Area of Training	Training Provider	Training Provider's Contact
Employability Training (300 hours)	Trainees will be trained in identified areas in hard skills as well as soft skills, such as work habits and behaviours, communication skills, grooming etc. This may include work exposure at actual work sites.	\$320.11	300 hours	Employability Training	Autism Resource Centre (Singapore)	e2c@autism.org.sg
Employability Training (Additional 300 hours)	Trainees will be trained in identified areas in hard skills as well as soft skills, such as work habits and behaviours, communication skills, grooming etc. This may include work exposure at actual work sites. *Applicable for Trainees that are assessed to be not yet job ready, after completion of initial 300 hours of training.	\$249.21	300 hours	Employability Training	Autism Resource Centre (Singapore)	e2c@autism.org.sg
Food Safety Course Level 1 Bridging Programme	Trainees will be equipped with skills and knowledge to prepare them towards successful completion of Food Safety Course Level 1 Bridging Programme	\$56.70	3 Days (12 hours)	Food & Beverage Skills Training	Project Dignity Pte Ltd	9853 9032 wsq.training@projectdignity.sg
Food and Beverage Train and Place Programme	Trainees will be equipped with the essential kitchen and service skills to become proficient in a food and beverage setting.	\$685.44	20 Days (102 hours)	Food & Beverage Skills Training	Project Dignity Pte Ltd	9853 9032 wsq.training@projectdignity.sg
Telephone Skills Training	Trainees will be equipped with basic telephone etiquette and maintaining professionalism in handling their enquires.	\$180.78	5 Days (35 hours)	Employability Training	SPD	nur_hidayah@spd.org.sg
Communication Skills Training	Trainees will be equipped with online communication skills to prepare them on maintaining professionalism in handling their enquires.	\$214.41	5 Days (35 hours)	Employability Training	SPD	nur_hidayah@spd.org.sg
Digital Skills Enabling Training	Trainees will be equipped with skills on job search skills, work life transition, managing emotions, resume writing and job interviewing skills through the use of computer and Internet.	\$136.48	3 Days (21 hours)	Workplace IT Skills Training	SPD	nur_hidayah@spd.org.sg
Admin Skills Training	Trainees will be equipped with skills of administrative support including file management, photocopying and scanning of documents.	\$214.41	5 Days (35 hours)	Accounting and Administrative Skills Training	SPD	nur_hidayah@spd.org.sg
ESP Employability Training	Trainees will be equipped with skills that will prepare them for interviews with potential employers and soft skills for employment.	\$116.33	3 Days (21 hours)	Employability Training	SPD	nur_hidayah@spd.org.sg
ICDL Word Processing	Trainees will be equipped with skills on how to create, edit, and enhance standard business documents using Microsoft Word.	\$220.60	5 Days (35 hours)	Workplace IT Skills Training	SPD	nur_hidayah@spd.org.sg
ICDL Spreadsheet	Trainees will be equipped with skills on how to use the basic features of a spreadsheet programme to perform various calculation skills.	\$220.60	5 Days (35 hours)	Workplace IT Skills Training	SPD	nur_hidayah@spd.org.sg
ICDL Presentation	Trainees will be equipped with skills on how to use basic functions to create and manage output of a presentation.	\$220.60	5 Days (35 hours)	Workplace IT Skills Training	SPD	nur_hidayah@spd.org.sg

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Digital Sales and Job Preparation	Trainees will learn how to manage Digital Sales to track lead generation and conversion. They will be able to work in a high performance sales teams targeting online customers.	\$105.02	48 Hours (6 Days)	Employability Training	Bells Academic Group Pte Ltd	enquiries@bells.sg
Call Ambassador and Job Hunting	Trainees will learn the technical skills to become good call ambassadors and work in a call team.	\$93.12	48 Hours (6 Days)	Employability Training	Bells Academic Group Pte Ltd	enquiries@bells.sg
Tele-Care Agent Training (Call Centre Based)	To equip visually-impaired individuals to realise their potential, be able to work in a call-centre workplace, through acquiring technical knowledge, professional skills (including soft skills) to perform as a professional tele-care agent.	\$50.00	40 Hours (5 Days)	Employability Training	Singapore Association of the Visually Handicapped	lyn.loh@savh.org.sg
Basic Barista Skills	Trainees will learn how to confidently execute the espresso calibration drill, prepare and serve basic espresso-based beverages as well as practise simple latte art designs.	\$43.00	5 Days (20 hours)	Food & Beverage Skills Training	Foreword Coffee Pte Ltd	hello@forewordcoffee.com
Fundamental Skills for Cafe Crews	Trainees will learn how to be able to support kitchen operations in small cafes and feel more confident in themselves when they master basic skills.	\$33.00	5 Days (20 hours)	Food & Beverage Skills Training	Foreword Coffee Pte Ltd	hello@forewordcoffee.com
F&B Assistant Programme	The programme aims to equip trainees with basic knowledge and skills of F&B service skills. As well as highlight the importance of quality customer service in F&B outlets and hotels.	\$32.70	5 Days (30 hours)	Food & Beverage Skills Training	Singapore Institute of Hospitality	6593 6966 info@sih.edu.sg
Basic Skills in Hotel Operations	The programme aims to train PWDs to acquire basic skills relating to hotel operations. The course will equip them with skills and knowledge for jobs in the field of hospitality such as F&B, housekeeping and stewarding.	\$77.43	120 hours (20 days)	Food & Beverage Skills Training	Aspire Inclusive Education Pte Ltd	enquiry@theguild.edu.sg
Food and Beverages Operations Course	To equip trainees with the necessary knowledge and skills in the operations of food and beverage establishment; to develop and enhance a career pathway in the F&B industry; to provide opportunities for trainees to discover their abilities and improve their productivity in the F&B industry.	To be advised by Training Provider	88 Hours (16 Days)	Food & Beverage Skills Training	Samsui Supplies & Services Pte Ltd	jess.tang@samsui.com.sg
Music Mentorship Program	Trainees will learn to demonstrate playing techniques in ensembles, for percussion instruments, keys instruments and string instruments. Interpret rhythm patterns in music ensemble setting to take on teaching roles. It also seeks to impart enhanced skills on live physical music band performances with the ability to take on corporate, social and public performances. These	\$131.20	26 Days (52 hours)	Creative Arts and Design Training	Faith Music Centre Pte Ltd	6354 3406 melissa_tan@faithmusic.com.sg
Basic Hospitality Programme	The programme aims to upskill and reskill in-service trainees in Housekeeping skills and F&B skills; and/or to upskill in-service F&B and Housekeeping PWDs in quality customer service.	\$32.70	5 Days (25 hours)	Hotel & Accommodation	Singapore Institute of Hospitality	6593 6966 info@sih.edu.sg

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Room Assistant Programme	The programme aims to equip PWD participants with basic housekeeping skills to be able to work in hotel housekeeping and to highlight the importance of quality customer service in F & B outlets and hotels.	\$32.70	5 Days (30 hours)	Hotel & Accommodation	Singapore Institute of Hospitality	6593 6966 info@sih.edu.sg
Fundamentals in Educator Aide Training	Trainees will be equipped with the necessary skills, knowledge and attitude to be an Educator Aide through a customised curriculum that best suit their learning needs.	\$430.00	433 hours	Early Childhood Training	Presbyterian Community Services	ecat@pcs.org.sg
Specialist Training for Educator Aide	Trainees will learn a higher level of knowledge, skills and attitudes to apply & implement good early childhood caregiving practices. It taps on the knowledge that trainees would have acquired during the Fundamentals course (e.g. on how children learn and develop) and extends into how these can be applied in caregiving routines as well as in ensuring the health & safety regulations and SOP are followed.	\$430.00	337 hours	Early Childhood Training	Presbyterian Community Services	ecat@pcs.org.sg
Essentials of Mobile App Development	The programme aims to teach trainees how to understand of the fundamental programming and UI/UX concepts by building apps in Swift; the ability to develop a sensitivity towards well designed apps that follow Apple's Human Interface Guidelines (HIG) as well as train the process of testing, debugging and critiquing iOS mobile apps.	To be advised by Training Provider	10 Days (60 hours)	Information and Communications	Fintech Academy Pte. Ltd.	9363 6526 bryan@fintechacademy.com.sg
Train-and-Place Immersive in Social Media Marketing	The programme aims to prepare and enhance the employability of persons with disabilities through social media marketing.	\$431.37	240 hours (40 days)	Information and Communications	Hatch Technologies Pte Ltd	hello@hatch.sg
Generation Digital Bootcamps for PwDs (Cloud Operations)	The programme prepares participants for the entry-level Cloud Dev Ops Engineer role. Cloud practitioners perform the coding and software engineering that brings the architect's vision to life. They merge traditional programming skills with specialized knowledge in one or more of the leading cloud platforms' development environments to build, deploy and optimize cloud-based applications.	\$517.00	420 hours (60 days)	Information and Communications	Generation: You Employed, Singapore Ltd	getreadysg@generation.org
Cloud Desktop Support Engineer Learning Pathway	To equip trainees with the skills and knowledge to provide IT helpdesk support in a Microsoft 365 environment; equip trainees with the skills and knowledge to apply IT security in a Microsoft 365 environment; equip trainees with the skills and knowledge to administer Microsoft Teams.	\$417.60	180 Hours (24 Days)	Information and Communications	Avantus Training Private Limited	enquiries@avantustraining.com
Fundamentals in Eldercare Aide Training	Trainees will be equipped with understanding and knowledge of the eldercare sector; demonstrate ability to maintain the overall hygiene, cleanliness and proper functioning of the centre physical environment and facilities; provide administrative and logistics support for the conduct of active ageing programme and activities at the centre; demonstrate ability to communicate and relate effectively at the workplace; acquire basic skills to work collaboratively in a team.	\$715.90	323 hours	Eldercare Training	Presbyterian Community Services	ecat@pcs.org.sg
Professional Project Management	Trainees will be able to demonstrate professionalism in project management, manage the time, cost, and quality constraints of a project, and execute a project in a structured and strategic approach.	\$75.85	37 hours	Personal Development	Institute of Singapore Project Management Pte Ltd	enquiry@SingaporeProjectManagement.org
Job Application, Resume Writing and Interview Handling Skills Workshop	The Programme will equip Trainees to: Prepare job application and craft resume; Prepare and craft answers to interview questions; Display positive body language and grooming for interview	\$140.00	20 hours	Personal Development	Bizlink Centre Singapore Ltd	info@bizlink.org.sg
Advanced Excel	The Programme will equip Trainees to: Apply advance features to import, format and prepare data ready for analysis; Perform analysis of data using built-in functions, PivotTable, What-If Analysis and visualise results with charts; Collaborate and review workbooks with other users.	\$114.77	24 hours	Information and Communications	James Cook Institute Pte Ltd	enquiry@jci.edu.sg

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Data Analytics using Power BI	The Programme will equip Trainees to: Create data visualizations using Power BI Desktop; Understand key concepts and techniques on creating data visualization; Understand data relationships and how linkages are formed; Understand and generate data for forecasting and trends.	\$114.77	24 hours	Information and Communications	James Cook Institute Pte Ltd	enquiry@jci.edu.sg
Image Editing using Photoshop	The Programme will equip Trainees to: Identify the types of cybersecurity threats that can affect the organization; Reduce the risk exposure of their work to cyber threats by taking proactive remedial actions; Promote a culture of cyber safe mindset in their work and personal life; Contribute to the cyber safe action plans implemented by the organization; Be able to appreciate the importance of cyber security information shared by the organization.	\$114.77	24 hours	Information and Communications	James Cook Institute Pte Ltd	enquiry@jci.edu.sg
Communication Design For Marketing	The Programme will equip Trainees to: Get the skills to be employed in the creative industry or marketing industry; Learn how to use design to communicate ideas and plans; Use AI tools to help with design and communications.	\$181.00	100 hours	Creative Arts and Design Training	Make the Change Pte Ltd	info@makethechange.sg
Visual Communications	The Programme will equip Trainees to: Get the skills to be employed in the creative industry or marketing industry; Learn the fundamentals of visual communications; Learn the software tools required for all designers.	\$181.00	100 hours	Creative Arts and Design Training	Make the Change Pte Ltd	info@makethechange.sg
Horizontal Surface Maintenance - Perform Basic Cleaning of Hard Floor Surfaces	This course targets cleaning staff who are working in the Airport Terminals, Offices, Business Buildings and Complexes, Shopping Centres, Residential, Public Transport, Hospitality, Retail, Hawker Centres and Food Courts or anyone who requires the necessary skills and knowledge to perform basic cleaning of hard floor surfaces.	\$75.44	22 hours	Environmental Cleaning	Adepc Consultants Pte Ltd	admin@adepeco.com.sg
Create Dynamic Website and Online Store / E-Commerce with Photoshop Mastery	Trainees will be able to create and modify website; make a live online store/online shopping/e-commerce; create professional-looking websites for companies; make learners become proficient in using Photoshop to help them in their work which includes design, web creation, photos, newsletter, etc.; be confident in fine-tuning and enhancing photos.	\$94.15	40 hours	Information and Communications	Apps Pte Ltd	9181 9499 contact@intuitioninternational.com
Certificate in Hotel Operations Programme	Trainees will learn skills such as basic F&B skills, housekeeping, stewarding and pre-employment skills.	\$349.89	480 hours	Hotel & Accommodation	Aspire Inclusive Education Pte Ltd	enquiry@theguild.edu.sg
Teaching Assistant Programme	Trainees will learn about the developmental stage of a child, children with special needs, communication skills, working in a team and how to read lesson plans.	\$205.93	480 hours	Others	Aspire Inclusive Education Pte Ltd	enquiry@theguild.edu.sg
Culinary Skills in Baking for Cafes and Production	Trainees will gain culinary skills in baking which will make them employable in the cafe and bakery production sector.	\$134.59	60 hours	Food & Beverages	Aspire Inclusive Education Pte Ltd	enquiry@theguild.edu.sg
Basic Office Digital Skills	Trainees will learn to create Word documents, Spreadsheets and Presentation. They will learn to browse the web and send and receive emails.	\$127.07	120 hours	Information & Communications	Aspire Inclusive Education Pte Ltd	enquiry@theguild.edu.sg
Counselling Technique for Telemarketing Officers	Trainees will learn to identify the emotions and needs of callers in tele-marketing conversations, apply effective counselling techniques, overcome communication barriers and manage difficult conversations. They will also use active listening skills, empathy and effective questioning techniques to build rapport and trust with callers, resulting in increased success.	\$119.69	20 hours	Customer Service	Environiche LLP	hello@blendedconcept.com
Thriving, Not Just Surviving: Personal Effectiveness	Trainees will learn to develop strategies for setting and achieving goals; learn time management techniques; develop communication skills; learn stress management techniques; identify and overcome barriers to success.	\$111.73	17 hours	Others	Environiche LLP	hello@blendedconcept.com
Bake it Work: Baking Basics	Trainees will learn the knowledge and skills to effectively adapt to workplaces as well in basic baking (i.e. making bread, muffins and cookies).	\$154.00	16 hours	Food & Beverages	SSA Culinary Institute Pte Ltd	contact@ssagroup.com
Interpersonal Managing & Communication Skills for Success	This programme will provide a step-up programme for previous HR PSQ and HR CAP Participants, as well as an upskilling programme for those employed; create opportunities for trainees to explore skills-based learning in the digital era and guide, train and place trainees into suitable jobs with HCS' Early Adopters/Partners for a better career path.	\$573.25	192 hours	Administration	Human Capital (Singapore) Pte Ltd	enquiry@hcs.com.sg
Micro Job Training (180 hours)	Trainees will be equipped to gain micro job specific technical skills and basic core employability skills needed to sustain the micro job engagement and generalise these skills into the actual work setting.	\$1,058.40	180 hours	Employability Training	Rainbow Centre Singapore	contactus@rainbowcentre.org.sg

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Vocational Skills Training

Programme Title	Programme Details	Nett Fee (payable by Trainees)	Duration	Area of Training	Training Provider	Training Provider's Contact
Micro Job Training (Extended)	<p>Trainees will be equipped to gain micro job specific technical skills and basic core employability skills needed to sustain the micro job engagement and generalise these skills into the actual work setting.</p> <p>*Applicable for Trainees that are assessed to be not yet job ready, after completion of initial 180 hours of training.</p>	\$352.80	60 hours	Employability Training	Rainbow Centre Singapore	contactus@rainbowcentre.org.sg
School Canteen Enclave Training	The Programme will equip Trainees in improving their job competency and prepare them for employment in an F&B setting.	\$141.12	28 hours	Food & Beverages	SPD	nur_hidayah@spd.org.sg

Training Programme Information

Funded under SG Enable Training Grant
Independent Living and Work Skills Training

Programme Title	Programme Details	Nett Fee (payable by Trainees)	Duration	Area of Training	Training Provider	Training Provider's Contact
Critical Soft Skills for Employment: Managing Stress at Work	Trainees will: - Learn the basic soft skills needed for employment - Understand the importance of these basic soft skills in getting and keeping a job - Develop individualized strategies to support oneself in organization and time management - Practice using the individualized strategies taught in one's daily life	\$37.61	7 hours	Personal Development	Autism Resource Centre (Singapore)	Tel: 6323 3258 Email: qiuquan.tan@autism.org.sg ; lina.kam@autism.org.sg
Critical Soft Skills for Employment: Organisation & Time Management at Work	Trainees will: - Learn the basic soft skills needed for employment - Understand the importance of these basic soft skills in getting and keeping a job - Develop individualized strategies to support oneself in organization and time management - Practice using the individualized strategies taught in one's daily life	\$37.61	7 hours	Personal Development	Autism Resource Centre (Singapore)	Tel: 6323 3258 Email: qiuquan.tan@autism.org.sg ; lina.kam@autism.org.sg
Critical Soft Skills for Employment: Workplace Communication & Social Skills	Trainees will: - Learn the basic soft skills needed for employment - Understand the importance of these basic soft skills in getting and keeping a job - Develop individualized strategies to support oneself in organization and time management - Practice using the individualized strategies taught in one's daily life	\$37.61	7 hours	Personal Development	Autism Resource Centre (Singapore)	Tel: 6323 3258 Email: qiuquan.tan@autism.org.sg ; lina.kam@autism.org.sg
Finding Joy: Habits for Happier Living	Trainees will learn to: - Identify sources of unhappiness and strategies to overcome them - Identify key habits that lead to happier living - Put evidence-based habits into practice	\$45.12	9 hours	Personal Development	Autism Resource Centre (Singapore)	Tel: 6323 3258 Email: qiuquan.tan@autism.org.sg ; lina.kam@autism.org.sg
Friendship 101: Cracking the Code of Social Interactions	Trainees will learn to: - Gain skills for making informal conversation with others. - Gain skills for handling different social situations. - Increase ease and confidence of using these skills by practicing with peers.	\$45.12	9 hours	Personal Development	Autism Resource Centre (Singapore)	Tel: 6323 3258 Email: qiuquan.tan@autism.org.sg ; lina.kam@autism.org.sg
Adulting 101: Basic Money Management	Trainees will learn to: - Gain awareness and motivation to spend and save - Acquire basic money management skills to begin journey towards becoming more independent with own money - Practice the skills in daily life and receive feedback on one's progress	\$45.12	9 hours	Personal Development	Autism Resource Centre (Singapore)	Tel: 6323 3258 Email: qiuquan.tan@autism.org.sg ; lina.kam@autism.org.sg
Captivating Social Media Posts with CapCut	Trainees will learn to: - Understand CapCut features and functions - Apply CapCut skills to plan and create engaging social media content - Incorporate storytelling techniques	\$36.94	7 hours	Personal Development	Autism Resource Centre (Singapore)	Tel: 6323 3258 Email: qiuquan.tan@autism.org.sg ; lina.kam@autism.org.sg
Navigating the Digital World: Digital Citizenship for Young Autistic Adults	Trainees will learn to: - Recall and summarise the key components of digital citizenship - Demonstrate the application of online etiquette and social media navigation skills - Analyse and evaluate the elements of positive digital footprints and cyber safety	\$36.94	7 hours	Personal Development	Autism Resource Centre (Singapore)	Tel: 6323 3258 Email: qiuquan.tan@autism.org.sg ; lina.kam@autism.org.sg

Training Programme Information

Funded under SG Enable Training Grant
Independent Living and Work Skills Training

Programme Title	Programme Details	Nett Fee (payable by Trainees)	Duration	Area of Training	Training Provider	Training Provider's Contact
No-Code Web Publishing with Canva	Trainees will learn to: - Master Canva basics - Understand design fundamentals - Display hands-on web-publishing skills	\$36.94	7 hours	Personal Development	Autism Resource Centre (Singapore)	Tel: 6323 3258 Email: qiuquan.tan@autism.org.sg; lina.kam@autism.org.sg