



**MAPEX TRAINING INSTITUTE**  
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Nationally Recognized Training  
NTC Reg. # 072

## *For Corporate Training Needs*

**We offer the following accounting short-courses for people already in the field.**

	<b>Kina</b>	<b>Days</b>
1 Certificate in Accounts Receivable and Payables	3,500.00	10
2 Certificate in Inventory Management	3,500.00	10
3 Certificate in Asset Management	3,500.00	10
4 Certificate in Payroll Management	3,500.00	10
5 Certificate in Financial Management	3,500.00	10
6 Certificate in Stress Management	3,500.00	10
7 Certificate in Myob Accounting Package	3,500.00	10
8 Certificate in Human Resource Management	3,500.00	10
9 Certificate in Bank Telling	3,500.00	10
10 Certificate in Bank Reconciliation	3,500.00	10
11 Certificate in Business Law	3,500.00	10
12 Certificate in Auditing	3,500.00	10
13 Certificate in Business Proposal Writing	3,500.00	10
14 Certificate in Taxation	3,500.00	10

### Contacts:

- **POM Office Phone:** 323 2063 / 78022863 / 73114968 / 79238938 Or Mobile phone: 71730821 / 76920346
- **E-MAIL:** [mapextraining@gmail.com](mailto:mapextraining@gmail.com) / [info@mapextraining.com.pg](mailto:info@mapextraining.com.pg) / [info@mapexpng.com](mailto:info@mapexpng.com)
- **Website:** <https://www.mapexpng.com/courses.html>,
- **Facebook:** <https://www.facebook.com/mapexinstitute/>
- **Job Training:** Industrial trainings on full and part-time can also be arranged with Job Search team.
- Accommodation including meals, transport & security available on separate fees.
  - Any course fees can be deposited into: **Mapex Training Institute, BSP Cheque account No: 7003240095, Central Waigani Branch.**

**We do provide in-house training in all parts of the country with departments, Companies, NGOs and other organizations. Should these short courses suit your capabilities and wish to undertake training, please make your arrangement one week prior to the actual commencement date.**