

General Manager (Reinsurance)

- Reinsurance & Retrocession
- Insurance, legal and regulatory
- Insurance underwriting process
- Insurance broking practice
- Reinsurance claims handling process
- Risk management in insurance
- Insurance Ordinance 2000
- Insurance Rules 2017
- Code of Corporate Governance for Insurers, 2016
- Property Insurance practice

General Manager (Risk Management)

- Risk Management
- Insurance and Risk
- Enterprise Risk Management
- Risk Profiling
- Risk Mitigation Strategies
- fraud management
- Insurance Ordinance 2000
- Insurance Rules 2017

General Manager /Head of Retakaful

- Takaful and Re-takaful
- Shariah concepts relevant Re-takaful
- Takaful/Re-takaful models
- Role of Re-takaful
- Takaful Rules,2012
- Insurance Ordinance 2000
- Takaful Underwriting Process
- Re-Takaful Claims handling process
- Risk Management in Re-Takaful

- i. Manager (Underwriting) Manager(Claims) and Manager(Retrocession)
- ii. Dy. Manager (Underwriting) & Dy. Manager (Claims),
- iii. Asst.Manager (U/W) and A.M (Claims)
 - Reinsurance
 - Insurance, legal and regulatory
 - Insurance underwriting process
 - Insurance broking practice
 - Insurance claims handling process
 - Property Insurance
 - Risk management in insurance
 - Insurance Rules 2017
- i. Manager (Accounts) and Manager (Internal Audit)
- ii. Deputy Manager(Accounts)
- iii. A.M(Accounts), A.M(Finance) and A.M(Internal Audit)
 - Cost & Management Accounting
 - Financial Statements Reporting
 - Audit and Assurance
 - IFRS & IAS Standards
 - Tax Laws(FBR/SRB)

Manager (HR)

- Recruitment and Selection(Public Sector)
- Training and Development
- Performance Appraisal
- Retirement and Pension
- Compensation and Benefits
- Noting and Drafting
- Office Management

Manager (Admin/Building Project)

- Civil Engineering
- Contract Management & Administration
- Quantity Surveying
- Project Management
- Structural Engineering
- Asset Management
- TA/DA Rules
- Procurement of Consultancy Services
- PPRA Rules and Allied Regulations

Manager (DPD), Deputy Manager (DPD) and Deputy Manager (BS/I.T)

- Fundamentals of Software Development
- Fundamentals of Oracle
- Networking
- Data management and data base systems
- Data migration
- Db2 database
- Ethical Hacking
- I.T Risk Management
- Disaster Recovery & backup
- Business Continuity Planning
- Change Management

Deputy Manager (Investment)

- Analysis of Financial Statements
- Portfolio and Risk Management
- Equity Analysis
- Fundamentals of Investment
- Currency and Foreign Exchange
- Corporate Finance
- Financial market and instruments
- Fixed Income
- PSX , Prudential and Allied Regulation
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Deputy Manager (Corporate)

- Shareholder Relationship Management
- Investor & Shareholders Rights
- Rules Book of PSX and Allied Regulations
- Pakistan Unified Corporate Action
- Reporting System (PUCARS)
- Share registrar relationship

Assistant Manager (Compliance)

- Strong Communicational Skills
- Noting and Drafting
- Knowledge of Codes of corporate governance
- Knowledge of Companies Act, 2017
- Knowledge of Anti Money Laundering (&CFT) Regs.

Manager (Legal)

- Law of Contracts
- Legal Methods
- Arbitration
- Tax Laws(Income Tax/Sales Tax)
- Insurance Ordinance
- Companies Act 2017
- Industrial Relations Act 2012
- Civil Procedure Code
- Pakistan Penal Code & Criminal Procedure

Further course contents will be as followed:

1. English
2. Quantitative
3. Computer Skills
4. PPRA Rules