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GLOBAL AXIS TRAINING INSTITUTE

Training calendar

Management, Leadership and HR, Middle East

DATES LISTED

120 dates

FIELDS OF PRACTICE

1 field

DELIVERY

Dubai, United Arab Emirates

What this covers

Dates published to 18 December 2026. This copy was produced on 30 October 2026; anything published after that is not in it.

Fees are per delegate and cover tuition, programme materials and the certificate. Travel, accommodation and visas are arranged by the delegate. Registration closes two weeks before a programme starts.

More dates are published than this document lists. Filter the calendar on the website by field, city or month for a complete list of a narrower selection.

Any of these programmes can also be run privately for a single organisation, on dates that suit it.

DATES	PROGRAMME	WHERE	DAYS	FEE
23 to 27 November 2026	Corporate Strategy from Analysis to Execution	Dubai, United Arab Emirates	5	US\$1,500
23 to 25 November 2026	Handling Employee Relations Cases	Dubai, United Arab Emirates	3	US\$1,200
23 to 27 November 2026	Achieving Administrative Excellence Training	Dubai, United Arab Emirates	5	US\$1,500
23 to 27 November 2026	Certificate in International Oil and Gas Business Management	Dubai, United Arab Emirates	5	US\$1,500
23 to 27 November 2026	Certificate in Leadership and Management Excellence	Dubai, United Arab Emirates	5	US\$1,500
23 to 27 November 2026	Certified Organisational Strategic Planning for Managers	Dubai, United Arab Emirates	5	US\$1,500
23 to 27 November 2026	Certified Train the Trainer Programme	Dubai, United Arab Emirates	5	US\$1,500
23 to 27 November 2026	Communication Skills: Results Through Collaboration	Dubai, United Arab Emirates	5	US\$1,500
23 to 27 November 2026	Document Controlling and Office Management	Dubai, United Arab Emirates	5	US\$1,500
23 to 27 November 2026	E-government Digital Transformation in Government, Innovation Public Policy & Service	Dubai, United Arab Emirates	5	US\$1,500
23 to 27 November 2026	Enhancing the Communication, Leadership & Teamwork Skills	Dubai, United Arab Emirates	5	US\$1,500
23 to 27 November 2026	Essential Management Skills for New Manager	Dubai, United Arab Emirates	5	US\$1,500
23 to 27 November 2026	Excellence & Creativity in Administrative Development & Human Resources Development	Dubai, United Arab Emirates	5	US\$1,500
23 to 27 November 2026	Executive Secretary: A Comprehensive Training Course	Dubai, United Arab Emirates	5	US\$1,500
23 to 27 November 2026	Facilities Management Procedures and Practices	Dubai, United Arab Emirates	5	US\$1,500
23 to 27 November 2026	HR Next: HR Management Best Practices	Dubai, United Arab Emirates	5	US\$1,500
23 to 27 November 2026	International Public Relations, Ceremonies, Protocol and Events	Dubai, United Arab Emirates	5	US\$1,500
23 to 27 November 2026	ISO 22301 Certified Business Continuity Management Systems	Dubai, United Arab Emirates	5	US\$1,500
23 to 27 November 2026	KPIs: Keeping Score Using the Right Metrics	Dubai, United Arab Emirates	5	US\$1,500
23 to 27 November 2026	Leadership & Management Skills for New Managers	Dubai, United Arab Emirates	5	US\$1,500

DATES	PROGRAMME	WHERE	DAYS	FEE
23 to 27 November 2026	Leadership, Critical Thinking and Innovation	Dubai, United Arab Emirates	5	US\$1,500
23 to 27 November 2026	Management Skills and Techniques: Effective Goal Setting, Planning and Task Management	Dubai, United Arab Emirates	5	US\$1,500
23 to 27 November 2026	Mastering Business Data Collection, Analysis and Presentation	Dubai, United Arab Emirates	5	US\$1,500
23 to 27 November 2026	Mastering Influence and Communication: From Ideas to Impact	Dubai, United Arab Emirates	5	US\$1,500
23 to 27 November 2026	Meeting Management: The Art of Making Meetings Work	Dubai, United Arab Emirates	5	US\$1,500
23 to 27 November 2026	Mini MBA: HR Management: Taking HR to the Next Level	Dubai, United Arab Emirates	5	US\$1,500
23 to 27 November 2026	Performance Management: Setting Objectives and Conducting Appraisals and KPIs	Dubai, United Arab Emirates	5	US\$1,500
23 to 27 November 2026	Personal Effectiveness and Influencing Skills: Communicate, Negotiate, Influence and Persuade	Dubai, United Arab Emirates	5	US\$1,500
23 to 27 November 2026	Resolving Problem and Complaints	Dubai, United Arab Emirates	5	US\$1,500
23 to 27 November 2026	Strategic Communications and PR Programme	Dubai, United Arab Emirates	5	US\$1,500
30 November 2026 to 4 December 2026	Achieving Leadership Excellence Programme	Dubai, United Arab Emirates	5	US\$1,500
30 November 2026 to 4 December 2026	Administration and Office Management: Best Practices and Technology	Dubai, United Arab Emirates	5	US\$1,500
30 November 2026 to 4 December 2026	Advanced and Effective Leadership and Management Skills for the 21st Century	Dubai, United Arab Emirates	5	US\$1,500
30 November 2026 to 4 December 2026	Advanced Document and Record Management Compliance	Dubai, United Arab Emirates	5	US\$1,500
30 November 2026 to 4 December 2026	Aligning Training with Organisational Development	Dubai, United Arab Emirates	5	US\$1,500
30 November 2026 to 4 December 2026	Certificate in Electronic Document & Records Management (EDRM)	Dubai, United Arab Emirates	5	US\$1,500
30 November 2026 to 4 December 2026	Certificate in Enterprise Risk Control and Management	Dubai, United Arab Emirates	5	US\$1,500
30 November 2026 to 4 December 2026	Certified Six Sigma Yellow Belt Programme	Dubai, United Arab Emirates	5	US\$1,500
30 November 2026 to 4 December 2026	Creative Problem Solving and Decision Making	Dubai, United Arab Emirates	5	US\$1,500
30 November 2026 to 4 December 2026	Developing Emotionally Intelligent Management and Leadership Skills	Dubai, United Arab Emirates	5	US\$1,500
30 November 2026 to 4 December 2026	Due Diligence in Petroleum Business Development	Dubai, United Arab Emirates	5	US\$1,500

DATES	PROGRAMME	WHERE	DAYS	FEE
30 November 2026 to 4 December 2026	Effective Communication Skills Advanced	Dubai, United Arab Emirates	5	US\$1,500
30 November 2026 to 4 December 2026	Effective Management and Leadership Styles	Dubai, United Arab Emirates	5	US\$1,500
30 November 2026 to 4 December 2026	Effective Teamwork & Collaboration Skills in the Workplace	Dubai, United Arab Emirates	5	US\$1,500
30 November 2026 to 4 December 2026	Electronic Secretary and Office Management (Time, Task, Work Planning)	Dubai, United Arab Emirates	5	US\$1,500
30 November 2026 to 4 December 2026	Essential Skills for Executive Secretaries, Personal Assistants, Office Managers and Administrative	Dubai, United Arab Emirates	5	US\$1,500
30 November 2026 to 4 December 2026	How to Write Effective Policies and Procedures	Dubai, United Arab Emirates	5	US\$1,500
30 November 2026 to 4 December 2026	HR Strategic Role in the Organisation: Transforming Human Resources into a Cornerstone of Organisational Success and Excellence	Dubai, United Arab Emirates	5	US\$1,500
30 November 2026 to 4 December 2026	Interpersonal Communication Skills Training	Dubai, United Arab Emirates	5	US\$1,500
30 November 2026 to 4 December 2026	Leadership Agility for Organisational Excellence	Dubai, United Arab Emirates	5	US\$1,500
30 November 2026 to 4 December 2026	Leadership Fundamentals and Supervisory Skills	Dubai, United Arab Emirates	5	US\$1,500
30 November 2026 to 4 December 2026	Leadership Journey Toward Excellence	Dubai, United Arab Emirates	5	US\$1,500
30 November 2026 to 4 December 2026	Leadership, Communications and Interpersonal Skills	Dubai, United Arab Emirates	5	US\$1,500
30 November 2026 to 4 December 2026	Leading Strategic HR Transformation Training	Dubai, United Arab Emirates	5	US\$1,500
30 November 2026 to 4 December 2026	Leading with Emotional Intelligence: Psychology of Leadership	Dubai, United Arab Emirates	5	US\$1,500
30 November 2026 to 4 December 2026	Learning Agility: Agile Learning for HR Professionals	Dubai, United Arab Emirates	5	US\$1,500
30 November 2026 to 4 December 2026	Management Creation in Organising, Planning and Coordination	Dubai, United Arab Emirates	5	US\$1,500
30 November 2026 to 4 December 2026	Manager Development Programme: Creating Future Leaders	Dubai, United Arab Emirates	5	US\$1,500
30 November 2026 to 4 December 2026	Managing HR for Strategic Impact	Dubai, United Arab Emirates	5	US\$1,500
30 November 2026 to 4 December 2026	Masterful Communication: The Art of Advanced Communication, Persuasion and Influencing	Dubai, United Arab Emirates	5	US\$1,500
30 November 2026 to 4 December 2026	Mastering Advanced Management Skills for Manager	Dubai, United Arab Emirates	5	US\$1,500

DATES	PROGRAMME	WHERE	DAYS	FEE
30 November 2026 to 4 December 2026	Mastering Communication, Negotiation and Presentation Skills	Dubai, United Arab Emirates	5	US\$1,500
30 November 2026 to 4 December 2026	Mini MBA for Learning & Development Professionals in the Oil, Gas & Petrochemical Industry	Dubai, United Arab Emirates	5	US\$1,500
30 November 2026 to 4 December 2026	Personal Skills for Professional Excellence	Dubai, United Arab Emirates	5	US\$1,500
30 November 2026 to 4 December 2026	Persuasion Skills and Successful Negotiation	Dubai, United Arab Emirates	5	US\$1,500
30 November 2026 to 4 December 2026	Secretary and Office Management (Time, Task, Work Planning)	Dubai, United Arab Emirates	5	US\$1,500
30 November 2026 to 4 December 2026	Strategic Leadership, Setting the Future Vision, Preparing Administrative Plans, and Achieving Them	Dubai, United Arab Emirates	5	US\$1,500
30 November 2026 to 4 December 2026	Technical and Business Report Writing Skills	Dubai, United Arab Emirates	5	US\$1,500
30 November 2026 to 4 December 2026	The Executive Secretary: Excellence Programme	Dubai, United Arab Emirates	5	US\$1,500
30 November 2026 to 4 December 2026	The Foundation of Leadership Programme	Dubai, United Arab Emirates	5	US\$1,500
30 November 2026 to 4 December 2026	The Training Analyst	Dubai, United Arab Emirates	5	US\$1,500
30 November 2026 to 4 December 2026	The Training Coordinators Workshop Excellence is Unavoidable	Dubai, United Arab Emirates	5	US\$1,500

DATES	PROGRAMME	WHERE	DAYS	FEE
7 to 9 December 2026	Leading Teams Through Operational Change	Dubai, United Arab Emirates	3	US\$1,200
7 to 9 December 2026	Negotiation and Commercial Influence	Dubai, United Arab Emirates	3	US\$1,200
7 to 11 December 2026	Achieving Supervisory Excellence Managing People and Increasing Workplace Performance	Dubai, United Arab Emirates	5	US\$1,500
7 to 11 December 2026	Advanced Leadership and Management Skills for the 21st Century	Dubai, United Arab Emirates	5	US\$1,500
7 to 11 December 2026	Advanced Management: Achieving Superior Performance and Strategic Success	Dubai, United Arab Emirates	5	US\$1,500
7 to 11 December 2026	Board Secretary Masterclass: A Catalyst for Effective Board Governance	Dubai, United Arab Emirates	5	US\$1,500
7 to 11 December 2026	Building Skills for Working in Teams: Igniting Passion and Activating Potential in Teams	Dubai, United Arab Emirates	5	US\$1,500
7 to 11 December 2026	Business Continuity Management and IT Disaster Recovery	Dubai, United Arab Emirates	5	US\$1,500
7 to 11 December 2026	Certificate in Leading Innovation and Organisational Transformation	Dubai, United Arab Emirates	5	US\$1,500
7 to 11 December 2026	Certified Administration Secretary Programme	Dubai, United Arab Emirates	5	US\$1,500
7 to 11 December 2026	Certified Document Control, Archiving & Documentation	Dubai, United Arab Emirates	5	US\$1,500
7 to 11 December 2026	Coaching and Mentoring Skills for Managers and Supervisors	Dubai, United Arab Emirates	5	US\$1,500
7 to 11 December 2026	Compensation and Reward Management Training	Dubai, United Arab Emirates	5	US\$1,500
7 to 11 December 2026	Complex Negotiation Skills in the Oil & Gas Training	Dubai, United Arab Emirates	5	US\$1,500
7 to 11 December 2026	Controlling and Managing Human Errors in Workplace	Dubai, United Arab Emirates	5	US\$1,500
7 to 11 December 2026	Delegation and Empowerment Training Programme	Dubai, United Arab Emirates	5	US\$1,500
7 to 11 December 2026	Developing Effective Talent Management Strategies	Dubai, United Arab Emirates	5	US\$1,500
7 to 11 December 2026	Effective Negotiation Skills Programme	Dubai, United Arab Emirates	5	US\$1,500
7 to 11 December 2026	Effective Strategies for Management and Communication Skills	Dubai, United Arab Emirates	5	US\$1,500
7 to 11 December 2026	Employee Relations Investigation Skills (Advanced)	Dubai, United Arab Emirates	5	US\$1,500

DATES	PROGRAMME	WHERE	DAYS	FEE
7 to 11 December 2026	ISO 22301 Lead Implementer Training (BCMS)	Dubai, United Arab Emirates	5	US\$1,500
7 to 11 December 2026	Job Analysis and Job Description Writing Skills	Dubai, United Arab Emirates	5	US\$1,500
7 to 11 December 2026	Key Performance Indicators and Optimisation	Dubai, United Arab Emirates	5	US\$1,500
7 to 11 December 2026	Leadership and Strategic Thinking in the Oil, Gas and Petrochemicals Industry	Dubai, United Arab Emirates	5	US\$1,500
7 to 11 December 2026	Leadership Through Adaptability	Dubai, United Arab Emirates	5	US\$1,500
7 to 11 December 2026	Leading Business Digital Transformation	Dubai, United Arab Emirates	5	US\$1,500
7 to 11 December 2026	Management and Leadership Skills for New Managers and Supervisors	Dubai, United Arab Emirates	5	US\$1,500
7 to 11 December 2026	Managing Multiple Tasks, Priorities and Deadlines	Dubai, United Arab Emirates	5	US\$1,500
7 to 11 December 2026	Mastering Management Skills	Dubai, United Arab Emirates	5	US\$1,500
7 to 11 December 2026	Modern Management of Public Relations	Dubai, United Arab Emirates	5	US\$1,500
7 to 11 December 2026	Professional Leader: Leading with Emotional Intelligence	Dubai, United Arab Emirates	5	US\$1,500
7 to 11 December 2026	Public Relations and Media Skills Training	Dubai, United Arab Emirates	5	US\$1,500
7 to 11 December 2026	Service Level Agreements: Planning, Negotiating and Managing High-Quality Performance Contracts	Dubai, United Arab Emirates	5	US\$1,500
7 to 11 December 2026	Strategic Human Resources and Employee Engagement (ACHRM)	Dubai, United Arab Emirates	5	US\$1,500
7 to 11 December 2026	Strategy and Business Planning	Dubai, United Arab Emirates	5	US\$1,500
7 to 11 December 2026	Successful Planning, Organising and Control	Dubai, United Arab Emirates	5	US\$1,500
7 to 11 December 2026	Understanding Success Factors in the Oil and Gas Industry	Dubai, United Arab Emirates	5	US\$1,500
7 to 11 December 2026	Writing HR Policies, Procedures and Conducting Staff Performance Appraisal	Dubai, United Arab Emirates	5	US\$1,500
14 to 18 December 2026	Advance Secretary Skills	Dubai, United Arab Emirates	5	US\$1,500
14 to 18 December 2026	Balanced Scorecard Professional (BSP) Certification Boot Camp	Dubai, United Arab Emirates	5	US\$1,500
14 to 18 December 2026	Best Practices in Communication and Relational Skills	Dubai, United Arab Emirates	5	US\$1,500

DATES	PROGRAMME	WHERE	DAYS	FEE
14 to 18 December 2026	Building High Performance Teams Capturing the Magic of Synergistic Efforts	Dubai, United Arab Emirates	5	US\$1,500
14 to 18 December 2026	Business Analysis: Exam Preparation	Dubai, United Arab Emirates	5	US\$1,500
14 to 18 December 2026	Certified Master Trainer Programme	Dubai, United Arab Emirates	5	US\$1,500
14 to 18 December 2026	Claims Management and EOT: Best Practices in Claims Management	Dubai, United Arab Emirates	5	US\$1,500
14 to 18 December 2026	Communication and Planning Skills for Administrative Professionals	Dubai, United Arab Emirates	5	US\$1,500
14 to 18 December 2026	Compliance and Business Ethics	Dubai, United Arab Emirates	5	US\$1,500
14 to 18 December 2026	Customer Experience Perfection Certificate for Modern Managers	Dubai, United Arab Emirates	5	US\$1,500

Booking a place

1 Choose the date

Every date in this document has its own page on the website, with the full outline, who it is for and what a delegate leaves able to do.

2 Register the delegate

Registration takes a few minutes and closes two weeks before a programme starts. An advisor confirms the place before anything is payable.

3 Settle the fee

By invoice to your organisation, by bank transfer, or by card. A sponsored or funded place can be recorded instead.

Speak to an advisor

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