



# External Training Program 2024

Centre for Entrepreneurship Training & Development




015 600 784 | 010 900 681 | 010 900 340 | 070 500 622



[cru@acleda-aib.edu.kh](mailto:cru@acleda-aib.edu.kh)



[www.acleda-aib.edu.kh](http://www.acleda-aib.edu.kh)



Our vision is to be the leading business school with the highest quality standards for future generations to support the socio-economic development in Cambodia and the Region.

# Our Mission and Vision

Our mission is to provide students with the superior quality of higher education, through on-campus and digital courses, to build their:

- Knowledge
- Creative and Innovative Potential
- Ethics
- Professional Skills
- Experience
- Network

In order to enhance their professional future careers, we will at all times observe the highest principles of ethical behavior, respect for a diverse and multi-cultural society, laws and regulations and the environment.

# External Training Programs

AIB provides a diverse range of training courses that combine concepts and practice – delivering the "know-how" and "show-how" and prioritizing highest training quality. All training program can be organized in physical class and online class.

## 1. Yearly Training Calendar

A yearly training calendar offers a variety of short courses with great appeal, such as credit management, product development, internal audit, savings management and customer service and care. Most of the courses are designed to suit the staff training needs of banks, MFIs, companies and local and international participants. Courses are regularly scheduled for release and publicized on our website and other promotional network. Courses are offered in Khmer and English.

A. Professional Training for MFI's and Banks/Private Enterprise

B. Workshop / Conference

C. Skills Development Training for Student and Public

D. Professional Training for Career

E. Training Program for Computer Skills

F. Advisory Service on Business Start Up

## 2. Tailor- Made Training

Training is tailored to meet an organization's areas of interest. AIB offers detailed courses outlines for consideration to select any suitable course topics for the training needs. AIB staff also work with organizations to assess training needs, design curricula and deliver capacity building and learning events. Training can be designed for one organization or groups of organizations that cooperate together, such as international NGOs, funders, associations, networks or project consortia. Translation for Lao, Chinese (Mandarin) and Vietnamese can be provided during the training sessions. Field visits can also be included to see the on-the-ground practice of ACLEDA in a variety of areas, such as credit, savings or back-office functions, such as internal audit and treasury management. Any inquiry or training request.

## 3. Study Visit Program

Study Visit Program is organized for Local and international visitors to meet with ACLEDA management and specialists on a variety of technical and managerial topics. Our management and specialists have expertise to share, time for lectures and discussions, and questions and answers. Field visits are also organized for visitors to see how ACLEDA operates its retail banking services. Study tours can also be designed to suit visitors' priority areas of interest. Any inquiry or request for exposure visit/study tour arrangement.



# 1. Ready Made Training Program (Yearly Training Calendar) - វគ្គហ្វឹកហ្វឺនដែលបានកំណត់នៅក្នុងប្រតិទិនហ្វឹកហ្វឺនប្រចាំឆ្នាំ

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## A- Professional Training for MFI's and Banks/Private Entrepreneurs - វគ្គហ្វឹកហ្វឺនសម្រាប់គ្រឹះស្ថានធនាគារ និងហិរញ្ញវត្ថុ & សហគ្រិនភាព

A Professional Training for MFI's and Banks offers a variety of short courses with great appeal, such as credit management, product development, internal audit, savings management and customer service and care. Most of the courses are 1-day-in-class sessions designed to suit the staff training needs of banks, MFIs, companies and local participants.

No.	Training Topics		Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sep.	Oct.	Nov.	Dec.	Duration	Training Fees / Pax	
																Physical	Online
I.	វគ្គហ្វឹកហ្វឺនសម្រាប់គ្រឹះស្ថានធនាគារ និងហិរញ្ញវត្ថុ & សហគ្រិនភាព	Professional Skills Training for MFIs and Banks & Entrepreneurs													Physical	Online	
<b>ការងារឥណទាន</b>		<b>Credit</b>															
1	ប្រសិទ្ធភាពក្នុងការវាយតម្លៃប្រាក់កម្ចីជូនអតិថិជន	Effective Credit Assessment	13												1day	USD110	USD81
2	វិធីសាស្ត្រគ្រប់គ្រងហានិភ័យឥណទានកម្រិតមូលដ្ឋាន	Credit Risk Management		24											1day	USD110	USD81
3	ការវិភាគហានិភ័យឥណទាន	Credit Risk Analysis			23										1day	USD110	USD81
4	គន្លឹះជោគជ័យក្នុងការបញ្ចេញឥណទានធ្វើឱ្យ Portfolio at Risk ស្មើសូន្យ	Successful keys of Portfolio at Risk Equal 0 %				27									1day	USD110	USD81
5	ប្រសិទ្ធភាពលើការគ្រប់គ្រងបំណុលវិណ្ណក	Effective Bad Debt Management					18								1day	USD110	USD81
6	វិធីសាស្ត្រវាយតម្លៃទ្រព្យដាក់បញ្ចាំក្នុងស្ថាប័នមីក្រូហិរញ្ញវត្ថុ	Effective Collateral Evaluation						22							1day	USD110	USD81
7	របៀបត្រួតពិនិត្យប្រតិបត្តិការឥណទាន	How to Control Credit Operation Effectively							20						1day	USD110	USD81
8	វិធីសាស្ត្រជោគជ័យក្នុងការប្រមូលឥណទានខកខានសងបំណុល	Successful Debt Loan Collection Methodology								10					1day	USD110	USD81
9	ប្រសិទ្ធភាពនៃការផ្តល់ឥណទានភតិសន្យា	Effective Financial Lease									14				1day	USD110	USD81
10	ប្រសិទ្ធភាពក្នុងការត្រួតពិនិត្យគុណភាពឥណទាន	Effective Credit Quality Control										12			1day	USD110	USD81
11	យុទ្ធសាស្ត្រដោះស្រាយឥណទានដែលមានបញ្ហាប្រកបដោយប្រសិទ្ធភាព	Loan Problem Solving											23		1day	USD110	USD81
12	វិធីសាស្ត្រទប់ស្កាត់ការក្លែងបន្លំឥណទានក្នុងស្ថាប័នមីក្រូហិរញ្ញវត្ថុ	Loan Fraud Detection and Prevention for MFIs											14		1day	USD110	USD81
13	ការបង្កើនផលិតភាពការងាររបស់ភ្នាក់ងារឥណទាន	Productivity of Credit Officer						29							1day	USD110	USD81
14	គន្លឹះក្នុងការគ្រប់គ្រងបំណុលលុបចេញពីបញ្ជី (Write-Off)	Loan Write Off Management							27						1day	USD110	USD81
15	ប្រសិទ្ធភាពការវាយតម្លៃអចលនទ្រព្យក្នុងស្ថាប័ន	Property Valuation in Best Practice								17-18					2days	USD220	USD162
16	គ្រប់គ្រងសញ្ញាណហានិភ័យឥណទានកំពុងធ្លាក់ចុះ ឱ្យមានប្រសិទ្ធភាព	Loan Warning Sign in Best Practice									21				1day	USD110	USD81
17	ការគ្រប់គ្រងហិរញ្ញប្បទានពាណិជ្ជកម្មអន្តរជាតិដែលជោគជ័យ	Effective International Trade Finance Management										26-27			2days	USD220	USD162

## A- Professional Training for MFI's and Banks/Private Entrepreneurs - វគ្គហ្វឹកហ្វឺនសម្រាប់គ្រឹះស្ថានធនាគារ និងហិរញ្ញវត្ថុ & សហគ្រិនភាព (Cont.'s)

A Professional Training for MFI's and Banks offers a variety of short courses with great appeal, such as credit management, product development, internal audit, savings management and customer service and care. Most of the courses are 1-day-in-class sessions designed to suit the staff training needs of banks, MFIs, companies and local participants.

No.	Training Topics	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sep.	Oct.	Nov.	Dec.	Duration	Training Fees / Pax	
															Physical	Online
I.	វគ្គហ្វឹកហ្វឺនសម្រាប់គ្រឹះស្ថានធនាគារ និងហិរញ្ញវត្ថុ & សហគ្រិនភាព	Professional Skills Training for MFIs and Banks & Entrepreneurs													Physical	Online
<b>ការងារសវនកម្ម</b>		<b>Audit</b>														
18	ការគ្រប់គ្រងហានិភ័យសវនកម្មផ្ទៃក្នុងដែលជោគជ័យ	20												1day	USD110	USD81
19	ការគ្រប់គ្រងសវនកម្មផ្ទៃក្នុង			16										1day	USD110	USD81
20	ការគ្រប់គ្រងសវនកម្មហិរញ្ញវត្ថុប្រកបដោយប្រសិទ្ធភាព					18								1day	USD110	USD81
21	ប្រសិទ្ធភាពនៃការគ្រប់គ្រងការត្រួតពិនិត្យផ្ទៃក្នុងរបស់ស្ថាប័ន							20						1day	USD110	USD81
22	គន្លឹះគ្រប់គ្រងសវនកម្មធនាគារដែលជោគជ័យ									21				1day	USD110	USD81
<b>ការងារហិរញ្ញវត្ថុ &amp; ធនាគារ និងប្រតិបត្តិការ</b>		<b>Financial &amp; Accounting and Operation</b>														
23	ក្បួនរៀបចំផែនការថវិកាក្នុងស្ថាប័នមីក្រូហិរញ្ញវត្ថុមានប្រសិទ្ធភាព	27												1day	USD110	USD81
24	វិធីសាស្ត្រប្រកាសពន្ធប្រចាំខែ និងប្រចាំឆ្នាំរបស់ក្រុមហ៊ុនឱ្យមានប្រសិទ្ធភាព		24-25											2days	USD220	USD162
25	ចំណេះដឹងសំខាន់ៗទៅលើផ្នែកគណនេយ្យ និងហិរញ្ញវត្ថុសម្រាប់សហគ្រិន			23										1day	USD110	USD81
26	ប្រសិទ្ធភាពការគ្រប់គ្រងទ្រព្យសកម្ម និងទ្រព្យអកម្មក្នុងអាជីវកម្ម					27								1day	USD110	USD81
27	ប្រសិទ្ធភាពរៀបចំរបាយការណ៍ហិរញ្ញវត្ថុអន្តរជាតិតាមស្តង់ដារ						11-12							2days	USD220	USD162
28	ការគ្រប់គ្រងហានិភ័យសន្ទនីយភាព							22						1day	USD110	USD81
29	ការគ្រប់គ្រង និងការវិភាគរបាយការណ៍ហិរញ្ញវត្ថុ							20-21						2days	USD220	USD162
30	ប្រសិទ្ធភាពនៃការចាត់ចែងសាច់ប្រាក់សម្រាប់អាជីវកម្ម								24-25					2days	USD220	USD162
31	ការគ្រប់គ្រងប្រតិបត្តិការក្នុងស្ថាប័ន									21				1day	USD110	USD81
32	ប្រសិទ្ធភាពគ្រប់គ្រងគណនេយ្យហិរញ្ញវត្ថុរបស់ស្ថាប័ន										12-13			2days	USD220	USD162
33	មូលដ្ឋានគ្រឹះនៃចំណេះដឹងផ្នែកទប់ស្កាត់ការលាងសំអាតលុយកខ្វក់ក្នុងស្ថាប័ន											23		1day	USD110	USD81

## A- Professional Training for MFI's and Banks/Private Entrepreneurs - វគ្គហ្វឹកហ្វឺនសម្រាប់គ្រឹះស្ថានធនាគារ និងហិរញ្ញវត្ថុ & សហគ្រិនភាព (Cont.'s)

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															Physical	Online
I.	វគ្គហ្វឹកហ្វឺនសម្រាប់គ្រឹះស្ថានធនាគារ និងហិរញ្ញវត្ថុ & សហគ្រិនភាព	Professional Skills Training for MFIs and Banks & Entrepreneurs													Physical	Online
	ការងារគ្រប់គ្រង / នឹងធនធានមនុស្ស	Management / Human Resource														
34	ប្រសិទ្ធភាពនៃការគ្រប់គ្រងកិច្ចការរដ្ឋបាលនៅក្នុងក្រុមហ៊ុន	27												1day	USD110	USD81
35	ប្រសិទ្ធភាពនៃការគ្រប់គ្រងធនធានមនុស្ស		24											1day	USD110	USD81
36	ការជ្រើសរើសបុគ្គលិកប្រកបដោយប្រសិទ្ធភាពក្នុងសម័យឌីជីថល			30										1day	USD110	USD81
37	ការផ្តល់អត្ថប្រយោជន៍ និងកាខបត្តិដ្ឋានា ដល់បុគ្គលិក				27									3hrs	USD87	USD65
38	វិធីសាស្ត្របណ្តុះបណ្តាលគ្រូហ្វឹកហ្វឺនប្រកបដោយប្រសិទ្ធភាព					18-19								2days	USD220	USD162
39	ការគ្រប់គ្រងបុគ្គលិកនៅសាខាដើម្បីទទួលបានប្រសិទ្ធភាពខ្ពស់						22							1day	USD110	USD81
40	កិច្ចការចម្បងៗ ក្នុងការគ្រប់គ្រង និងដោះស្រាយបញ្ហាធនធានមនុស្ស							20						3hrs	USD87	USD65
41	ការគ្រប់គ្រង និងដឹកនាំក្នុងសតវត្សរ៍ទី២១								24					1day	USD110	USD81
42	ការគ្រប់គ្រងគម្រោង									21				1day	USD110	USD81
43	ប្រសិទ្ធភាពនៃការគ្រប់គ្រងធនធានមនុស្សក្នុងដំណាក់កាលចាប់ផ្តើមអាជីវកម្ម										26			3hrs	USD87	USD65
44	ប្រសិទ្ធភាពនៃការគ្រប់គ្រងរបស់នាយកប្រតិបត្តិហិរញ្ញវត្ថុ (CEO) ក្នុងក្រុមហ៊ុន											23		1day	USD110	USD81
45	វិធីសាស្ត្រគ្រប់គ្រងសាខាដើម្បីទទួលបានប្រាក់ចំណេញ											21		1day	USD110	USD81
46	ប្រាប់ពីក្បួនដោកដើមនៃការចាប់ផ្តើមធ្វើអាជីវកម្ម						29							3hrs	USD87	USD65
47	វិធីសាស្ត្រជ្រើសរើស និងរៀបចំធនធានមនុស្សនៅកន្លែងធ្វើការឱ្យមានប្រសិទ្ធភាព							27						1day	USD110	USD81
48	វិធីសាស្ត្របណ្តុះបណ្តាលគ្រូហ្វឹកហ្វឺនកម្រិតខ្ពស់								24-25					2days	USD220	USD162
49	គន្លឹះក្នុងការបណ្តុះស្មារតីអ្នកគ្រប់គ្រង									28				3hrs	USD87	USD65
50	របៀបផ្លាស់ប្តូរផ្នត់គំនិតរបស់បុគ្គលិកដើម្បីទទួលបានលទ្ធផលការងារល្អ										19			1day	USD110	USD81

## A- Professional Training for MFI's and Banks/Private Entrepreneurs - វគ្គហ្វឹកហ្វឺនស្យែប្រាប់គ្រឹះស្ថានធនាគារ និងហិរញ្ញវត្ថុ & សហគ្រិនភាព (Cont.'s)

A Professional Training for MFI's and Banks offers a variety of short courses with great appeal, such as credit management, product development, internal audit, savings management and customer service and care. Most of the courses are 1-day-in-class sessions designed to suit the staff training needs of banks, MFIs, companies and local participants.

No.	Training Topics	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sep.	Oct.	Nov.	Dec.	Duration	Training Fees / Pax	
															Physical	Online
I.	វគ្គហ្វឹកហ្វឺនស្យែប្រាប់គ្រឹះស្ថានធនាគារ និងហិរញ្ញវត្ថុ & សហគ្រិនភាព	Professional Skills Training for MFIs and Banks & Entrepreneurs													Physical	Online
<b>ការងារទីផ្សារ</b>		<b>Marketing</b>														
51	ជំនាញលក់ផលិតផលធនាគារប្រកបដោយប្រសិទ្ធភាព	27												1day	USD110	USD81
52	វិធីសាស្ត្រក្នុងការបម្រើ និងថែរក្សាអតិថិជនឱ្យនៅគង់វង្សជាមួយស្ថាប័ន		24											1day	USD110	USD81
53	គន្លឹះដោះស្រាយបញ្ហាជាមួយអតិថិជន			30										1day	USD110	USD81
54	Digital Marketing				27-28									2days	USD330	USD330
55	SPSS for Market Research					25								35hrs	USD250	USD250
56	របៀបកសាងទំនុកចិត្តអតិថិជន តាមរយៈគុណភាពសេវាកម្មល្អ						29							1day	USD110	USD81
57	ជំនាញក្នុងការប្រាស្រ័យទាក់ទងនៅកន្លែងការងារ							27						3hrs	USD87	USD65
58	ប្រសិទ្ធភាពនៃការគ្រប់គ្រង Call Center								31					1day	USD110	USD81
59	បច្ចេកទេសផ្សព្វផ្សាយលក់ផលិតផល និងសេវាកម្មតាមបែបយុគសម័យឌីជីថល									28				3hrs	USD87	USD65
60	ជំនាញក្នុងការលក់										26			3hrs	USD87	USD65
61	ប្រាប់ពីក្បួនដោះស្រាយកំណត់ទីផ្សារគោលដៅ											30		3hrs	USD87	USD65
62	វិធីសាស្ត្រដោះស្រាយបញ្ហាការបង្កើតយុទ្ធសាស្ត្រទីផ្សារនៅក្នុងស្ថាប័នហិរញ្ញវត្ថុ												28	1day	USD110	USD81



## B- Workshop/Conference - វគ្គសិក្ខាសាលា

A forum of sharing best experience to former trainees of AIB or other participants for other public and private sector which is led by reputed guest speaker from ACLEDA Bank or outsider.

No.	Training Topics	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sep.	Oct.	Nov.	Dec.	Duration	Training Fees / Pax	
															Physical	Online
II.	វគ្គសិក្ខាសាលា	Workshop / Conference													Physical	Online
1	ផ្លាស់ប្តូរផ្នត់គំនិតដើម្បីទទួលបានឱកាស និងលទ្ធផលដ៏អស្ចារ្យ	27												2h 30mn	USD 30	USD 20
2	ការគ្រប់គ្រង និងដឹកនាំ		24											2h 30mn	USD 30	USD 20
3	វិធីសាស្ត្រជំរុញទឹកចិត្ត និងទាក់ទាញសមាជិកក្រុមការងារដើម្បីទទួលបានផលការងារខ្ពស់			30										2h 30mn	USD 30	USD 20
4	គន្លឹះក្នុងការដោះស្រាយបញ្ហាធនធានមនុស្ស				27									2h 30mn	USD 30	USD 20
5	ជំនាញការបង្រៀន ការណែនាំ និងការប្រឹក្សាយោបល់					25								2h 30mn	USD 30	USD 20
6	ប្រសិទ្ធភាពនៃការអភិវឌ្ឍអ្នកដឹកនាំ						29							2h 30mn	USD 30	USD 20
7	ប្រសិទ្ធភាពនៃការអភិវឌ្ឍអ្នកគ្រប់គ្រង							27						2h 30mn	USD 30	USD 20
8	ប្រសិទ្ធភាពនៃការអភិវឌ្ឍគ្រូបង្វឹក								31					2h 30mn	USD 30	USD 20
9	វិធីសាស្ត្រជោគជ័យដើម្បីយកឈ្នះចិត្តបុគ្គលិកក្នុងការជំរុញផលិតភាពការងារ									28				2h 30mn	USD 30	USD 20
10	វិធីសាស្ត្រសំខាន់ៗ ដែលអ្នកត្រូវស្វែងយល់ពីការដឹកនាំ										26			2h 30mn	USD 30	USD 20
11	ការគ្រប់គ្រងអារម្មណ៍ និងភាពតានតឹងផ្លូវចិត្ត											30		2h 30mn	USD 30	USD 20
12	ប្រសិទ្ធភាពនៃការប្រាស្រ័យទាក់ទងក្នុងកន្លែងការងារ												28	2h 30mn	USD 30	USD 20
13	បណ្តុះឆន្ទៈកម្មករនិយោជិត ដើម្បីទទួលបានផលិតភាពការងារខ្ពស់					4								2h 30mn	USD 30	USD 20
14	ការដឹកនាំក្នុងយុគសម័យ ឌីជីថល						1							2h 30mn	USD 30	USD 20
15	ការគិតប្រកបដោយភាពច្នៃប្រឌិតនិងវិធីសាស្ត្រឆ្ពោះទៅរកភាពជោគជ័យ							6						2h 30mn	USD 30	USD 20
16	ប្រភេទបុគ្គលិកលក្ខណៈនៅកន្លែងការងារ								3					2h 30mn	USD 30	USD 20
17	ការវិភាគទៅលើមនុស្សនៅកន្លែងការងារ									7				2h 30mn	USD 30	USD 20
18	អានុភាពនៃការគ្រប់គ្រងអាជីវកម្ម										5			2h 30mn	USD 30	USD 20
19	ការលើកទឹកចិត្តខ្លួនឯងដើម្បីក្លាយជាបុគ្គលិកឆ្នើម											2		2h 30mn	USD 30	USD 20
20	រៀបចំខ្លួនដើម្បីបោះជំហានទៅរកតួនាទីជាអ្នកគ្រប់គ្រង												7	2h 30mn	USD 30	USD 20

### C- Skills Development Training for Student and Public - វគ្គហ្វឹកហ្វឺនអភិវឌ្ឍន៍ជំនាញសម្រាប់និស្សិត និងសាធារណជន

Skills development course is prepared for undergraduates, graduates and the public who need to be suitably qualified to find a job or improve their business. The training programs are designed based on bank skills such as credit, marketing, accounting, operation, auditing and other skills related to banking and financial sector. This course is designed duration with 45 hours.

No.	Training Topics	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sep.	Oct.	Nov.	Dec.	Duration	Training Fees / Pax	
															Physical	Online
III.	វគ្គហ្វឹកហ្វឺនអភិវឌ្ឍន៍ជំនាញសម្រាប់និស្សិត និងសាធារណជន	Skill Development Training for Students and Public													Physical	Online
1	ជំនាញគណនេយ្យដែលជោគជ័យ	27												45hrs	USD150	USD150
2	ជំនាញបេឡាទិការដែលជោគជ័យ		24											45hrs	USD150	USD150
3	ជំនាញទីផ្សារដែលជោគជ័យ			30										45hrs	USD150	USD150
4	ជំនាញឥណទានដែលជោគជ័យ				27									45hrs	USD150	USD150
5	ជំនាញរដ្ឋបាលដែលជោគជ័យ					25								45hrs	USD150	USD150
6	ជំនាញសវនកម្មផ្ទៃក្នុងដែលជោគជ័យ						29							45hrs	USD150	USD150
7	ជំនាញដោះស្រាយបំណុលដែលជោគជ័យ							27						45hrs	USD150	USD150
8	ជំនាញគ្រប់គ្រង និងដឹកនាំការងារដែលជោគជ័យ								31					45hrs	USD150	USD150
9	ជំនាញគ្រប់គ្រងធនធានមនុស្សដែលជោគជ័យ									28				45hrs	USD150	USD150
10	ជំនាញហិរញ្ញប្បទានពាណិជ្ជកម្មអន្តរជាតិដែលជោគជ័យ										26			45hrs	USD150	USD150
11	ជំនាញគណនេយ្យពន្ធដារដែលជោគជ័យ											30		45hrs	USD150	USD150
12	ជំនាញគ្រប់គ្រងហិរញ្ញវត្ថុដែលជោគជ័យ												28	45hrs	USD150	USD150
13	ជំនាញវាយតម្លៃអចលនទ្រព្យដែលជោគជ័យ											23		45hrs	USD150	USD150
14	ជំនាញគ្រប់គ្រងកិច្ចការអាជីវកម្មខ្នាតតូច និងមធ្យម												7	45hrs	USD150	USD150

## D- Professional Training for Career - វគ្គហ្វឹកហ្វឺន ជំនាញវិជ្ជាជីវៈក្នុងអាជីពការងារ

Professional Training courses are prepared for undergraduates, graduates, student who completed the grade 12 and the public who need to be suitably qualified to find a job. The curriculum is designed in basic skills for someone who wish to become a credit officer, accountant, teller, auditor...etc. This course is designed with duration 120 hours by included the soft skills, hard skills and the way to apply a job.

No.	Training Topics	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sep.	Oct.	Nov.	Dec.	Duration	Training Fees / Pax	
															Physical	Online
IV.	វគ្គហ្វឹកហ្វឺនជំនាញវិជ្ជាជីវៈក្នុងអាជីពការងារ	Professional Skill Training for Career														
1	ជំនាញវិជ្ជាជីវៈភ្នាក់ងារឥណទាន	27												45hrs	USD150	USD150
2	ជំនាញវិជ្ជាជីវៈភ្នាក់ងារទីផ្សារ		24											45hrs	USD150	USD150
3	ជំនាញវិជ្ជាជីវៈបេឡាទិកា			30										45hrs	USD150	USD150
4	ជំនាញវិជ្ជាជីវៈគណនេយ្យករ				27									45hrs	USD150	USD150
5	ជំនាញវិជ្ជាជីវៈសវនករផ្ទៃក្នុង					25								45hrs	USD150	USD150
6	ជំនាញវិជ្ជាជីវៈភ្នាក់ងាររដ្ឋបាល						29							45hrs	USD150	USD150
7	ជំនាញវិជ្ជាជីវៈភ្នាក់ងារគណនេយ្យពន្ធដារ							27						45hrs	USD150	USD150

## E- Training Program for Computer Skills - វគ្គសិក្សាជំនាញកុំព្យូទ័រ

This course is developed in order to provide the basic, advance of Microsoft word and Excel or other courses related to Information Technology Skill to ACLEDA's Management and staff, Students and Public through yearly training calendar or based on customer demand.

No.	Training Topics	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sep.	Oct.	Nov.	Dec.	Duration	Training Fees / Pax		
															Physical	Online	
<b>V.</b>	<b>វគ្គសិក្សាជំនាញកុំព្យូទ័រ</b>	<b>Computer Programs</b>													<b>Physical</b>	<b>Online</b>	
1	Microsoft Office( Word, Excel, PowerPoint, Internet and email)	Microsoft Office( Word, Excel, PowerPoint, Internet and email)													40 hrs	USD 50	USD 50
2	Advance Microsoft Excel	Advance Microsoft Excel													46 hrs	USD 150	USD 150
3	HTM, CSS, Bootstrap JS	HTM, CSS, Bootstrap JS													30 hrs	USD 150	USD 150
4	Basic Programming	Basic Programming													40 hrs	USD 150	USD 150
5	Basic Machine Learning Using R Program	Basic Machine Learning Using R Program													25hrs	USD 150	USD 150
6	Fundamental of Electronics and Robotics using Python	Fundamental of Electronics and Robotics using Python													40hrs	USD 150	USD 150
7	OOP in C# Programming	OOP in C# Programming													40hrs	USD 150	USD 150
8	Basic Quick Books	Basic Quick Books													46hrs	USD 150	USD 150
9	Excel VBA Program	Excel VBA Program													46hrs	USD 200	USD 200
10	Advance QuickBooks	Advance QuickBooks													46hrs	USD 200	USD 200
11	.Net C# Program	.Net C# Program													20hrs	USD 200	USD 200
12	OOP in C# Programming	OOP in C# Programming													40 hrs	USD 200	USD 200
13	Internet of Things with ESP32 and Raspberry PI PICO W	Internet of Things with ESP32 and Raspberry PI PICO W													40 hrs	USD 200	USD 200
14	IT Support Professional	IT Support Professional													40 hrs	USD 300	USD 300
15	Data Science and Machine Learning using python	Data Science and Machine Learning using python													25hrs	USD 300	USD 300
16	Data Analysis for HR using Excel	Data Analysis for HR using Excel													25hrs	USD 300	USD 300



## E- Training Program for Computer Skills - វគ្គសិក្សាជំនាញកុំព្យូទ័រ (Cont.'s)

This course is developed in order to provide the basic, advance of Microsoft word and Excel or other courses related to Information Technology Skill to ACLEDA's Management and staff, Students and Public through yearly training calendar or based on customer demand.

No.	Training Topics		Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sep.	Oct.	Nov.	Dec.	Duration	Training Fees / Pax	
																Physical	Online
V.	វគ្គសិក្សាជំនាញកុំព្យូទ័រ	Computer Programs															
17	SQL for Business Intelligence and Data Analysis	SQL for Business Intelligence and Data Analysis				28									25hrs	USD 300	USD 300
18	Professional Python Programming for Artificial Intelligence	Professional Python Programming for Artificial Intelligence					19								40 hrs	USD 300	USD 300
19	Microsoft Power Business Intelligence	Microsoft Power Business Intelligence						23							25hrs	USD 300	USD 300
20	R. Program	R. Program							28						45 hrs	USD 400	USD 400

## F- Advisory Service on Business Start Up - សេវាប្រឹក្សាយោបល់លើការបង្កើតអាជីវកម្ម

This program is developed for someone who wish to start up the business but they don't have any experience and don't know how to set up the business in order to achieved the benefit and to transform from un-standard company to be standard company. This program is designed with 120 hours by focused on how to manage the human resource, financial and business plan and other task related to how to start up the business. It is led by the famous trainer of ACLEDA Bank Plc. who has success experiences in Business.

No.	Training Topics	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sep.	Oct.	Nov.	Dec.	Duration	Training Fees / Pax	
vi.	សេវាប្រឹក្សាយោបល់ លើការបង្កើតអាជីវកម្ម	Advisory Service on Business Start Up													Physical	Online
1	របៀបបង្កើតអាជីវកម្មដំបូង ក្នុងក្រុមហ៊ុន/គ្រឹះស្ថាន			30			29				26			120 hrs	USD 2,500	USD 2,500

No.	Topics	Duration
1	Skills of Accounting and Financial for Business Management	18 hours
2	Skills of Human Resource Management for Business Management	10 hours
3	Skills of Administration Management for Business Management	12 hours
4	Skills of Marketing Management for Business Management	12 hours
5	Skills of Internal Audit Management for Business Management	12 hours
6	Skills of Law Management for Business Management	6 hours
7	Skills of Information Technology for Business Management	12 hours
8	Skills of Leadership and Management for Business Management	12 hours
9	Skills of Business Plan Development for Business Management	12 hours
10	Skills of Taxation Management for Business Management	12 hours



## 2. Tailor-Made Training Course - វគ្គហ្វឹកហ្វឺនរៀបចំតាមការស្នើសុំរបស់អតិថិជន

Training is tailored to meet an organization's areas of interest. AIB offers detailed courses outlines for consideration to select any suitable course topics for the training needs. AIB staffs also work with organizations to assess training needs, design curricular and deliver capacity building and learning events. Training can be designed for one organization or groups of organizations that cooperate together, such as international NGOs, funders, associations, networks or project consortia. Translation for Lao, Chinese (Mandarin) and Vietnamese can be provided during the training sessions. Field visits can also be included to see the on-the-ground practice of ACLEDA in a variety of areas, such as credit, savings or back-office functions, such as internal audit and treasury management. Any inquiry or training request.



### 3. Study Visit Program - វគ្គទស្សនកិច្ចសិក្សា

Study Visit Program is organized for local and international visitors to meet with ACLEDA management and specialists on a variety of technical and managerial topics. Our management and specialists have expertise to share, time for lectures and discussions, and questions and answers. Field visits are also organized for visitors to see how ACLEDA operates its retail banking services. Study tours can also be designed to suit visitors' priority areas of interest. Any inquiry or request for exposure visit/study tour arrangement.

Package Include:

- Training Venue
- Training Materials
- Lunch & Refreshment
- Ground Transportation
- GPA Insurance
- Certificate

[Click Here](#) for more information!

**Table of Price Setting**

Description	Physical Prices (USD)	Online Prices (USD)
From 01 to 04 Visitors	USD 1,200 per Group per Day	USD 1,020 per Group per Day
From 05 to 10 Visitors	USD 250 Per Visitor /Visitor per Day	USD 213 Per Visitor / Visitor per Day
From 11 Visitors Up	USD 230 Per Visitor /Visitor per Day	USD 196 Per Visitor / Visitor per Day





**(Study Visit from Bangladesh)**



**(Study Visit from Bhutan)**



**(Study Visit from Sri Lanka)**



**(Study Visit from China)**



**(Study Visit from Philippine)**



**(Study Visit from Morocco)**



**(Study Visit from Pakistan)**



**(Study Visit from Vietnam)**



**(Study Visit from Tajikistan)**

## 4. Corporate Cards

No.	Description	Fee Per Card	Validity
1-	<b>Corporate Card</b>	<b>USD 800.00</b>	<b>2 Years</b>

### I. Corporate

Cardholder Benefits:

- Free 10 participants study on Ready-Made Training Course
- Discount 25% per participant or per course, if number of participant is over limited
- Discount 25% per participant or per group, if the cardholder requests to register in:
  - A. Yearly Training Calendar
  - B. Tailored-Made Training Course
  - C. Study Visit Program (Local Visitor)
  - D. General English Program (GEP)

### II. Personal

Cardholder Benefits:

- Free 10 participants study on Ready-Made Training Course
- Discount 25% per participant or per course, if number of participant is over limited
- Discount 25% per participant or per group, if the cardholder requests to register in:
  - E. Yearly Training Calendar
  - F. Tailored-Made Training Course
  - G. Study Visit Program (Local Visitor)
  - H. General English Program (GEP)



[Click Here](#) for more information!



# Meet Our Team!

**Ms. Ly Socheata**

Tel: 015 600 784 / 077 883 277

Email: [ly.socheata@acleda-aib.edu.kh](mailto:ly.socheata@acleda-aib.edu.kh)

**Mr. Nat Veasna**

Tel: 010 900 340 / 096 421 0096

Email: [cru@acleda-aib.edu.kh](mailto:cru@acleda-aib.edu.kh)



**Mr. Mey Chanraksmeay**

Tel: 010 900 681 / 070 414 045

Email: [mey.chanraksmeay@acleda-aib.edu.kh](mailto:mey.chanraksmeay@acleda-aib.edu.kh)



**Ms. Duoch Vimol**

Tel: 070 500 622 / 097 608 7777

Email: [cru@acleda-aib.edu.kh](mailto:cru@acleda-aib.edu.kh)





### **Have more question or need personalized advice?**

If you have additional questions or need help finding the program best suited to your needs, contact the Centre of Entrepreneurship Training and Development team at:

Email : [mey.chanraksmeay@acleda-aib.edu.kh](mailto:mey.chanraksmeay@acleda-aib.edu.kh), [ly.socheata@acleda-aib.edu.kh](mailto:ly.socheata@acleda-aib.edu.kh),  
[cru@acleda-aib.edu.kh](mailto:cru@acleda-aib.edu.kh)

Website : [www.acleda-aib.edu.kh](http://www.acleda-aib.edu.kh)

Telephone : 015 600 784, 010 900 681, 010 900 340, 070 500 622

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