# SHRDC
# TRAINING PROGRAMS
## 2025

# ABOUT SHRDC

At the Selangor Human Resource Development Centre (SHRDC), we take pride in being a cornerstone of Malaysia's talent development journey. Since our founding on February 14, 1992, We have been dedicated to empowering Malaysians with the skills and knowledge needed to excel in an ever-evolving workforce.

As an ISO-certified, not-for-profit organization established through a strong partnership between the government and industry leaders, we are uniquely positioned to address talent shortages and bridge critical skills gaps across diverse sectors. From Sustainable Smart Manufacturing, ESG, and Solar PV Technology to Engineering Technology, Information and Communications Technology (ICT), and Essential Skills, our specialized programs are designed to equip individuals with expertise that delivers results while enabling organizations to build stronger, more resilient teams to tackle tomorrow's challenges.

# OUR
# STRATEGIC FRAMEWORK

At SHRDC, we are committed to building a sustainable pool of skilled, innovative, and adaptable talent for Malaysia. Our strategic framework serves as the backbone of our efforts to drive excellence in talent development. Guided by our vision and mission, we stay focused on three core pillars.

## Vision

To be the leading industry-driven competency-based Talent Development Centre.

## Mission

To enable individual and organizational excellence through talent development and competency training.

## CHANGE

In today's world, change is the only constant. We not only run with change but we activate change. We are always open to how people see ideas differently, how various attitudes trigger divergent outcomes and accept change as a positive feature in how we do things.

## INNOVATION

We work diligently to discover better ways of doing things, striving for continuous improvement and exceeding expectations. We believe that innovation is a fundamental cornerstone for achieving and maintaining a competitive edge.

## IMPACT

We strive to make a meaningful impact in everything we do. At SHRDC, we are dedicated to delivering positive outcomes and exceptional experiences for everyone we serve.

# OUR
# CREDENTIALS

## TRAINING PROVIDER OF THE YEAR

SHRDC was awarded the Human Resources Minister's "Training Provider of the Year" in 2002, 2009 and 2023, recognizing our leadership in Malaysia's training industry.

## ISO 9001:2015 CERTIFICATION

SHRDC is ISO 9001:2015 certified, committed to Quality Excellence.

## JCI Malaysia Sustainable Development Award 2024

**JPK & HRDC ACCREDITED TRAINING CENTRE**

**REGIONAL IPC ATC (AUTHORIZED TRAINING CENTRE)**

**SEDA MALAYSIA AUTHORIZED TRAINING CENTRE**

**INCIT SIRI AND COSIRI TRAINING & EXAMINATION CENTRE**

**SWISS SMART FACTORY CERTIFICATION**

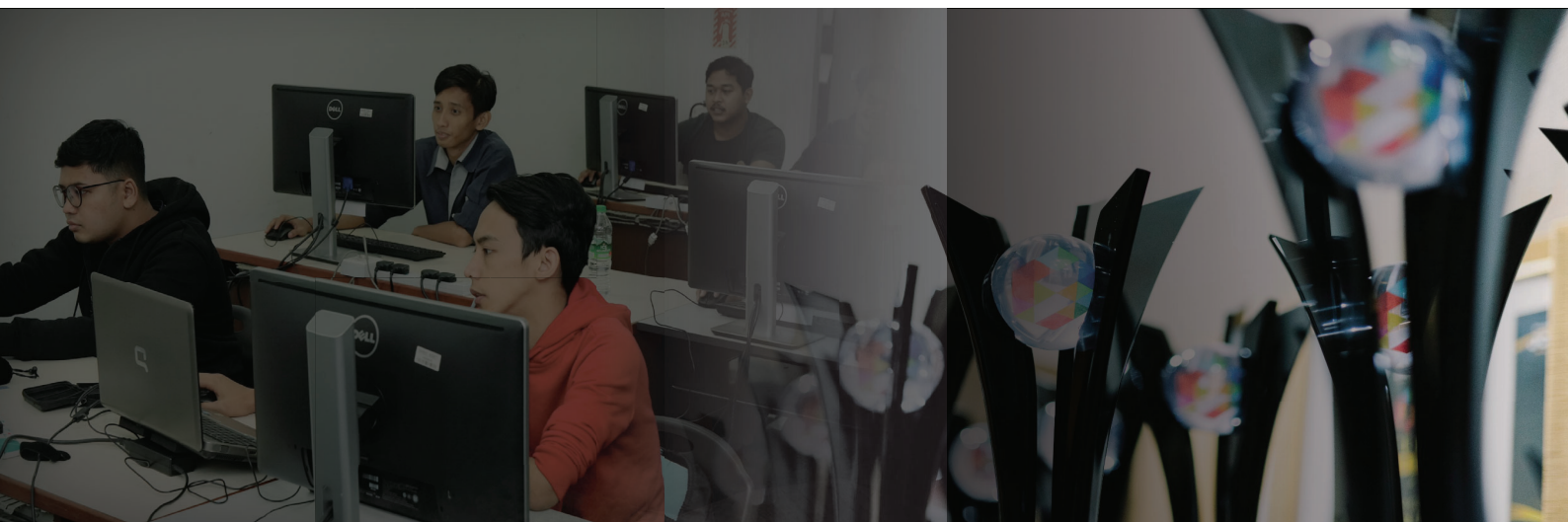### MORE STRATEGIC PARTNERS

Handwerkskammer Aachen

BOX HILL INSTITUTE

INTERNATIONAL THOUGHTLEADER NETWORK

THINK ON YOUR FEET®
CLARITY | BREVITY | IMPACT®

# WHY
## SHRDC?

### COMPETENCY-BASED TRAINING

Every course we deliver is designed to equip participants with the hands-on skills needed to contribute immediately in their roles and meet current industry demands.

### CUSTOMIZED SOLUTIONS

We create programs tailored to address specific workforce challenges, helping businesses meet their unique goals.

### TECHNOLOGICAL FOREFRONT

SHRDC remains industry-relevant and up to date by delivering technical training and tailored solutions for various industries

### COURSE DELIVERY FLEXIBILITY

We offer flexible training options, including public classes, onsite sessions, hotel-based programs, and our Remote Online Training (ROT), which seamlessly combines virtual and physical settings.

### LANGUAGE CHOICES

To cater to diverse groups, we provide training in multiple languages, allowing participants to learn effectively in their preferred medium.

### SPECIALIZED SKILLS

Some of our newly designed courses include Generative AI for non-IT personnel, Sustainable Smart Factory, ESG, Battery Energy Storage Systems, and many more.

# KEY STATISTICS

## 100k
Total trained

## 92%
Employability

# OUR
# PROGRAMS

With us, you're not just investing in training — you're investing in a future of innovation, growth, and success, both for your company and beyond.

- MALAYSIAN SMART FACTORY 4.0
- ENVIRONMENTAL, SOCIAL, AND GOVERNANCE
- SUSTAINABLE ENERGY | SOLAR PV
- MANUFACTURING | ENGINEERING
- ESSENTIAL SKILLS | PEOPLES' SKILLS
- INFORMATION & COMMUNICATION TECHNOLOGY
- MICROSYSTEMS | SEMICONDUCTOR

# MALAYSIAN SMART FACTORY 4.0

| TRAINING PROGRAMS | DAYS |
|---|---|
| Smart Factory Gap Analysis and Roadmap Planning | |
| Smart Factory Technical Overview: Enabling Technologies for Industry | 2 |
| Smart Factory Maturity Tools and Framework | 1 |
| Smart Factory Maturity Analysis and Prioritization | 3 |
| (IOT) Data Automation and Visualization | |
| Data Generation | 5 |
| Machine Data Logging and Visualization for Smart Factory | 5 |
| Data Formulation Overall Equipment Effectiveness (OEE) | 5 |
| Data Analytics & Deep Learning | |
| Data Analytics Essentials | 5 |
| Deep Learning Essentials | 5 |
| Lean Digital Factory | |
| Lean Manufacturing | 4 |
| Digital Process Optimization for Lean Industry 4.0 | 5 |
| Digital Factory Essentials for Lean Industry 4.0 | 5 |
| Digital Factory Essentials for Lean Industry 4.0 - Intermediate | 5 |
| Digital Workflow Management Essentials for Industry 4.0 (ERP) | 5 |
| Artificial Intelligence (AI) & Robotics | |
| Deep Learning with Computer Vision for Smart Factory | 5 |
| Generative AI: Prompt Engineering Essentials for Industry 4.0 | 5 |
| Generative AI: Enhanced Functionalities and Application Deployment | 5 |
| Collaborative Robotics (COBOT) Essentials for Industry 4.0 | 5 |
| Robotics Process Automation (RPA) Essentials for Industry 4.0 | 5 |

MSF 4.0 has partnered with **55** leading technology companies, driving innovation and advancing Malaysia's manufacturing industry.

# MALAYSIAN SMART FACTORY 4.0

| TRAINING PROGRAMS | DAYS |
|---|---|
| IOT Gateway | 5 |
| Cyber Physical Systems (CPS) Based Automation | 5 |
| Cyber Physical Systems (CPS) Based Communication | 5 |
| Cybersecurity Essentials | 5 |
| IO-Link Technology | 5 |
| PLC Essentials for Smart Factory (Fundamental/Intermediate/Advance) | 5 |

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE

| TRAINING PROGRAMS | DAYS |
|---|---|
| ESG Awareness: Sustainable Development, GHG Emissions, And Opportunities | 1 |
| Sustainable Manufacturing Maturity Tools and Framework for ESG | 2 |
| Sustainable Manufacturing Maturity Analysis and Prioritization for ESG | 3 |
| 2030 Sustainable Development Goals Games (SDG) | 1 |

# SUSTAINABLE ENERGY | SOLAR PV

| TRAINING PROGRAMS | DAYS |
|---|---|
| SEDA Malaysia Grid-Connected Photovoltaic (PV) Systems Design | 8 |
| SEDA Malaysia Off-Grid Photovoltaic (OGPV) Systems Design | 10 |
| SEDA Malaysia Grid-Connected Photovoltaic (PV) Systems Installation & Maintenance | 40 |
| Introduction to Solar PV System Software (PVSYST) - Beginner Level | 2 |
| Solar PV System Software (PVSYST) - Intermediate Level | 2 |
| Battery Energy Storage Systems (BESS) Integration in GCPV Systems | 2 |
| Advanced Photovoltaic Systems Performance | 3 |
| Designing Grid-Connected Photovoltaic Systems using PVsyst | 2 |
| Introduction to PV System Technology | 1 |
| Solar PV Power Generation for Newcomers | 1 |
| Solar PV Systems Performance & Quality Test | 2 |
| Fundamentals of Rooftop Grid-Connected Photovoltaic System | 1 |
| Rooftop GCPV Design using PVsyst | 2 |
| Fundamental of Off Grid Photovoltaic (OGPV) Systems Design | 2 |
| Fundamentals of Designing Grid Photovoltaic (OGPV) Systems | 2 |
| Drone-Based IR Solar PV Inspection using DroneEye | 3 |
| From Zero to Hero: Rooftop Solar Installation & Maintenance Workshop | 2 |
| Blue-Chip Practice for Huawei Inverter: Rooftop Solar Installation & Maintenance Workshop | 1 |

The Centre of Excellence (COE)
For Sustainable Energy

# MANUFACTURING | ENGINEERING

| TRAINING PROGRAMS | DAYS |
|---|---|
| 7 QC Tools | 2 |
| 2D/3D Auto CAD | 3 |
| Lean Manufacturing System | 4 |
| Basic Hydraulic | 3 |
| Electrical Motor Control | 4 |
| Basic Welding Technology | 4 |
| Six Sigma | 2 |
| 5S | 2 |
| Poka Yoke | 2 |
| Basic Soldering | 3 |
| Industrial Pneumatics and PLC Integration | 5 |
| Technical Report Writing | 2 |
| Equipment Communication Standard (SECS/GEM) | 3 |
| Basic Electrical Motor Control | 3 |
| Basic Electrical Skills | 5 |
| Basic Pump System | 3 |
| Effective Supervisory Skills | 3 |
| Engineer Work Process | 5 |
| Failure Mode Effect Analysis (FMEA) | 2 |
| Just-In-Time (JIT) | 2 |
| Mechanical Drive System | 5 |
| Most Work Measurement | 5 |
| Production Planning & Control | 2 |
| Statistical Process Control (SPC) | 2 |
| TS16949 IQA | 5 |

# ESSENTIAL SKILLS |PEOPLES' SKILLS

| TRAINING PROGRAMS | DAYS |
|---|---|
| Edward De Bono's Six Thinking Hats | 2 |
| Leading Positive Results in the Workplace (Orange Frog) | 2 |
| Think On Your Feet | 2 |
| 8D Data Driven Problem Solving Skills | 2 |
| Emerging Leadership | 2 |
| To Coach, to Monitor, or Both | 2 |
| Efficient Time & Multitasking Management Skills | 2 |
| Finance for Non-Finance | 2 |
| Negotiation Skills | 2 |
| The Hero in Me (Positivity and Resiliency) | 2 |
| Presenting Intelligence | 2 |
| Supervisory Skills | 2 |
| Emotional Judo | 2 |
| PERSONAL DEVELOPMENT SKILLS | |
| English (Communication/Written/Spoken) | 2 |
| Impactful Presentation | 2 |
| Creating Interactive & Engaging Learning | 3 |
| Technical Report Writing | 2 |
| Mindset Transformation | 2 |

# INFORMATION & COMMUNICATION TECHNOLOGY

| TRAINING PROGRAMS | DAYS |
|---|---|
| VBA Excel Automating Task | 2 |
| Microsoft Office (Word, Excel, PowerPoint) - Basic Level | 2 |
| Microsoft Office (Word, Excel, PowerPoint) - Intermediate Level | 2 |
| Microsoft Office (Word, Excel, PowerPoint) - Advanced Level | 2 |
| Project Management | 3 |
| Power BI | 2 |
| Powerful Presentation (With MS PowerPoint) | 2-4 |
| SQL Database | 5 |
| Digital Citizenship (Digital Literacy) | 2 |

# MICROSYSTEMS | SEMICONDUCTOR

| TRAINING PROGRAMS | DAYS |
|---|---|
| IPC Certified Interconnect Designer (IPC CID) | 5 |
| IPC Advanced Certified Interconnect Designer, CID+ | 5 |
| Introduction to Requirement and Quality Conformance for PCB Bare Board (Based on IPC 6012 and 600) | 2 |
| Practical PCB Layout Design Techniques (Overview) | 3 |
| Hand Soldering Fundamentals | 1 |
| Technical Overview of Semiconductor Chip Industry | 3 |

# LEADING
# TRANSFORMATION
# THROUGH TRAINING
# SINCE 1992

**SHRDC**

## Get In Touch :

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