



CERTIFIED IT SPECIALIST

European E-Competence Certification that sets you apart!

**Special
Introductory
Price!**

Working in the IT industry is a true challenge. The ever growing complexity and integration of business processes and the continuous evolvement of information technology have reached levels never seen before and has led to a serious shortage of skilled IT workers that are relevant and updated on the changes in the industry. The high demand for skilled IT workers is still growing and becoming more critical than ever before.

That is why we are now offering the 3-day, Certified Information Technology Specialist course. This is the only IT training to follow the European E-Competence Framework. This will help participants become better and gain the edge over other growing number of candidates.



MARCH 28-30, 2016



3 DAYS



MAKATI CITY

Learning Objectives

At the end of the training, participants are expected to:

- Provide guidance and implementation for IT strategy as set by senior IT and business management
- Manage and/or assist in IT project management
- Assist and initiate risk management practices
- Understand and select new technologies such as cloud computing, big data, Internet of Things and social media to support business change demands
- Measure and improve quality of IT services

Benefits

- Better strategy for developing, testing and implementing business applications
- Stream lined implementation of service management for incident, problem and change management
- Provide business continuity plan input from an IT point of view
- Review and implement information security practices and controls
- Select the best strategies for information management of the business

Target Audience

- Senior IT professionals
- Software Engineers
- Network Administrators
- CITP Certificate Holders (not mandatory)
- Existing IT Managers
- System integrators

Key Clients



Globe





Agenda

IT Strategy

- The need for Information Technology
- Enterprise architecture
- Service catalogue
- Service level management
- Sustainable development

IT Organisation

- Personnel need
- Roles and responsibilities
- Sourcing
- Selection process
- Hiring staff
- Managing staff
- Career planning
- Training / job rotation
- Performance appraisal
- Staff departures

Vendor Selection / Management

- The importance of vendors
- Vendor selection
- Request For Information (RFI)
- Request For Proposal (RFP)
- Proposal evaluation
- Vendor reference checks
- Contract negotiation
- Contract management
- Vendor management
- Re-compete vendors

Project Management

- Methodologies
- Project organisation
- Starting up / initiating
- Planning / initiation of a project
- Risk
- Quality
- Scope
- Work / Product Breakdown Structure
- PERT diagram / Gantt chart
- Cost
- Communication

Application Management

- Software Development Life Cycle (SDLC)
- Software Quality Assurance (SQA)
- Requirements
- Development
- Testing
- Adoption (implementation)
- Maintenance

Service Management

- Incident management
- Problem management
- Change management

Business Continuity Management

- Standards and guidelines
- Objectives
- Context
- Interested parties
- Scope
- Roles and responsibilities
- Resources and competences
- Awareness and communication
- Documentation
- Business Impact Analysis

Risk Management

- Guidelines
- Context establishment
- Identification
- Analysis
- Evaluation
- Treatment
- Communication
- Monitoring and control

Information Security Management

- Standards
- Confidentiality
- Integrity
- Availability
- Controls types
- Guideline for controls selection
- Control categories
- Information security awareness
- Security incident response

Information and Knowledge Management

- Information management
- Data management
- Information management - technologies
- Business intelligence
- Data management - technologies
- Best practices in data governance
- Pitfalls in data governance

Business Change Management

- Business change
- Frameworks, models and techniques
- Needs identification
- Cloud computing
- Social media / digital marketing
- Big data
- Internet of Things (IoT)

Prerequisites

- 2-4 years of actual IT working experience
- CITP certification (but not mandatory)



Trainer's Profile



Siddharth Jain is the Managing Director for EPI and has over nine years (9) experience in the high-tech environments for the Telecom, Data, eGovernance and financial sectors, his track record in critical systems coordination enables him to provide turnkey solutions to meet mission critical requirements. Recognized in the industry as an expert, he has held various senior management positions in multinational companies in the areas of sales & marketing, strategic management, business development, customer services and operations. Siddharth has produced a number of data center audits and studies across the globe and is widely acknowledged as a leading figure at data center conferences worldwide. He is an MBA graduate with specialization in Marketing and Strategy, from the AIM, Philippines and Diploma course in Sales and Marketing Management from NMIMS, India.

Materials



TRAINING MANUAL



QRP



CERTIFICATE



ECHO CD

Training Highlights

EPI IT Training Framework



EPI has developed the first and only vendor-neutral competency-based IT Training Framework in the world to address the need for IT competency training and certification for IT professionals to keep up-to-date and remain relevant. It is also the first and only IT Training Framework which is aligned with the European e-Competence Framework (e-CF). The EPI IT Training Framework offers a career track at three levels, CITP (Certified IT Professional), CITS (Certified IT Specialist) and CITE (Certified IT Expert). The three training courses are independent. An IT professional can enter the track at any level upon meeting the pre-requisite on number of years' experience.

About APEX Global

APeX Global (The Academy for Professional excellence) is the learning solutions arm of ECCI—the leading process improvement solutions provider in Southeast Asia. Our sole aim is to promote performance excellence among professionals. We help our customers achieve greater success through effective, experiential and results-oriented training delivery. Our professional development solutions cover Trainings and Conferences, Managed Services and Learning on Demand. We organize public trainings and in-house workshops tailored for specific organizations. We help companies manage their non-core yet critical training function through end-to-end training management - starting from planning and needs analysis to program evaluation and records management. The Learning on Demand products we offer provide convenient and innovative ways for learning.



Applying the experience of training over 100,000 professionals in the last decade, a strong pool of expert trainers and facilitators with expertise in a niche array of domains and a strong regional presence, we provide an extensive portfolio of high-quality industry specific and functional programs



FEES STRUCTURE

Please highlight the registration type applicable to you

REGISTRATION TYPE	REGULAR (Payment should be settled on or before March 28, 2016)	EARLY BIRD (Registration received on or before March 7, 2016)
Per Participant	<input type="checkbox"/> Php 65,595 + 12% VAT	<input type="checkbox"/> Php 63,328 + 12% VAT
Group of 4	<input type="checkbox"/> Php 61,967 + 12% VAT	
Personal Sponsorship	<input type="checkbox"/> Php 63,328 + 12% VAT	
LearnEx	Our prepaid training card "LearnExpress" allows you to book training courses at a reduced price. Please contact the Apex Global team for more information.	

PARTICIPANT(S) PARTICULARS

	Participant 1	Participant 2	Participant 3	Participant 4
Full Name				
Designation / Department				
Contact Numbers	(O) (M)	(O) (M)	(O) (M)	(O) (M)
Email Address				
Food Preference	<input type="checkbox"/> Non-Vegetarian <input type="checkbox"/> Vegetarian <input type="checkbox"/> Diabetic <input type="checkbox"/> Others, pls. specify: _____	<input type="checkbox"/> Non-Vegetarian <input type="checkbox"/> Vegetarian <input type="checkbox"/> Diabetic <input type="checkbox"/> Others, pls. specify: _____	<input type="checkbox"/> Non-Vegetarian <input type="checkbox"/> Vegetarian <input type="checkbox"/> Diabetic <input type="checkbox"/> Others, pls. specify: _____	<input type="checkbox"/> Non-Vegetarian <input type="checkbox"/> Vegetarian <input type="checkbox"/> Diabetic <input type="checkbox"/> Others, pls. specify: _____

Total Amount: _____ *To be filled by an ECCI Representative* Sales Person: _____

COMPANY DETAILS (for billing)

For organization-sponsored, invoice will be billed to the company upon confirmation of program

Company Name		LearnEx Card No.	
TIN of Company		VAT Exempt	<input type="checkbox"/> Yes <input type="checkbox"/> No
Attention Invoice to		Job Title	
Billing Address			
Contact Numbers	(O) (M)	Email Address	

PAYMENT METHODS

- ☐ **Cash**
- ☐ **Cheque** (Please make check payment payable to "ECC International Corp." and send to the address mentioned below)

- ☐ **Bank Transfer**
- Account Name : Environmental Compliance Consultants International Corp.
- Account Number : 638-3-63850569-0
- Name of Bank : Metropolitan Bank and Trust Company
- Branch Name : Rufino Branch
- Swift Code : MBTCPHMM
- Address of Bank : Ayala Avenue V.A. Rufino Makati City

- ☐ I have read and understood the stated terms and conditions.

Name of Authorizing Person : _____ Date : _____

Designation / Department : _____ Signature : _____

THIS FORM IS INVALID WITHOUT THE AUTHORIZING SIGNATURE.

Contact Information

Philippines, Manila
5/F A & V Crystal Tower
105 Esteban Street., Legaspi Village
Makati City, Philippines

Telephone Number : +632 - 403 8668 (8 trunklines)
Fax Number : +632 - 403 8358
Email : training@eccigroup.com

TERMS AND CONDITIONS

ECCI CANCELLATION, POSTPONEMENT AND SUBSTITUTION POLICY:

ECCI International Corporation (ECCI) reserves the right to make any amendments in its program venue, scheduled dates, or to cancel the program due to unforeseen circumstances without any prior notice, but all measures will be taken to reach the participants. ECCI shall assume no liability whatsoever in the event that a program is cancelled, rescheduled or postponed due to fortuitous event, Act of God, unforeseen occurrence not limited to: war, fire, labor strike, extreme weather or other emergency conditions. Please note that while speaker and topic were confirmed at the time of publishing, circumstances beyond the control of the organizer may necessitate substitutions, alterations or cancellations of the speakers and/or topics. As such, ECCI reserves the right to alter or modify the advertised speakers and/or topics if necessary without any liability to you whatsoever.

Cancellation of program registration should be received in writing from the participant not less than eight (8) working days prior to the commencement of the program. The registered delegate is entitled to receive 100% credit to the next scheduled program or attend any ECCI programs with equivalent monetary value. The credit must be utilized within one (1) year from the date of its issuance. Cancellation requests made in less than eight (8) working days prior to the commencement of the program will not be eligible for credit and the paid amount is forfeited in favor of ECCI.

PAYMENTS & DISCOUNTS

All fees are subject to prevailing taxes. Any discount (Early Bird, Group & any other special promotions) offered by Apex Global can be availed if the payment is made within the promo period. Payments made after the scheduled training date will not be eligible for any discounts offered previously and will merit a 5% late payment surcharge.

PRIVACY & DATA PROTECTION

The participant hereby grants ECCI permission to take photographs and videos during the training or event they are participating in, with the understanding that these photographs, audio or video recordings may be edited, copied, exhibited, published or distributed through the internet for marketing purposes.

Personal Data is gathered in accordance with the E-commerce Act 2000. You may also receive updates and promotional event notifications from ECCI on other related trainings and events.

- ☐ I confirm that my organization is sponsoring me for the program indicated in this application form.
- ☐ I have also read and accepted ECCI's terms and conditions.

Participants Signature : _____ Date : _____