



མ་ལྷ་སྤྱོད་བདེ་སྤེལ་ཁང་།

ZOMLHA TRAINING INSTITUTE, PARO
Paro: Bhutan



Fee structure for short Term Training

Sl/no	Course title	Duration				Fees structure per head			
						7 days	14 days	21 days	28 days
1	Financial Management	7 days	14 days	21 days	28 days	6950/-	13500/-	20850/-	27800/-
2	Store and Inventory Management	7 days	14 days	21 days	28 days	6950/-	13500/-	20850/-	27800/-
3	Basic Office Management	7 days	14 days	21 days	28 days	6950/-	13500/-	20850/-	27800/-
4	Human Resource Management	7 days	14 days	21 days	28 days	7950/-	14500/-	21850/-	28800/-
6	Front Office	7 days	14 days	21 days	28 days	6950/-	13500/-	20850/-	27800/-
7	Leadership/ Decision making/ problem solving	7 days	14 days	21 days	28 days	7950/-	14500/-	21850/-	28800/-
8	Client Care: Effective Service Delivery	7 days	14 days	21 days	28 days	7950/-	14500/-	21850/-	28800/-
9	Dzongkha Unicode	7 days	14 days	21 days	28 days	6950/-	13500/-	20850/-	27800/-
8	Basic & Advance Computer application	7 days	14 days	21 days	28 days	6950/-	13500/-	20850/-	27800/-
9	Tally ERP 9	7 days	14 days	21 Days	28 days	6950/-	13500/-	20850/-	27800/-
7	Network	7 days	14 days	21 days	28 days	6950/-	13500/-	20850/-	27800/-
11	Website Design	7 days	14 days	21 days	28 days	6950/-	13500/-	20850/-	27800/-
12	Commercial Accounting	7 days	14 days	21 days	28 days	6950/-	13500/-	20850/-	27800/-
14	Sales and Marketing	7 days	14 days	21 days	28 days	6950/-	13500/-	20850/-	27800/-
15	Communication Skills	7 days	14 days	21 days	28 days	6950/-	13500/-	20850/-	27800/-
16	Database Administration	7 days	14 days	21 days	28 days	7950/-	14500/-	21850/-	28800/-
17	Accounts management	7 days	14 days	21 days	28 days	6950/-	13500/-	20850/-	27800/-
18	Small Business Planning and Management	7 days	14 days	21 days	28 days	6950/-	13500/-	20850/-	27800/-
19	Business Accounts	7 days	14 days	21 days	28 days	6950/-	13500/-	20850/-	27800/-
20	Taxation	7 days	14 days	21 days	28 days	6950/-	13500/-	20850/-	27800/-
21	Photoshop and In design	7 days	14 days	21 days	28 days	6950/-	13500/-	20850/-	27800/-



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22	Wireless Networking, LAN, MAN and WAN	7 days	14 days	21 days	28 days	6950/-	13500/-	20850/-	27800/-
23	Hardware	7 days	14 days	21 days	28 days	6950/-	13500/-	20850/-	27800/-
24	Graphics and Multimedia	7 days	14 days	21 days	28 days	6950/-	13500/-	20850/-	27800/-
26	Project Management	7 days	14 days	21 days	28 days	7950/-	14500/-	21850/-	28800/-
27	Construction Management	7 days	14 days	21 days	28 days	6950/-	13500/-	20850/-	27800/-
28	Entrepreneurial Management	7 days	14 days	21 days	28 days	6950/-	13500/-	20850/-	27800/-
29	Office Corresponding Training	7 days	14 days	21 days	28 days	6950/-	13500/-	20850/-	27800/-
30	Business management	7 days	14 days	21 day	28 days	6950/-	13500/-	20850/-	27800/-
31	Business leadership	7 days	14 days	21 days	28 days	6950/-	13500/-	20850/-	27800/-
32	Decision making and problem solving	7 days	14 days	21 days	28 days	6950/-	13500/-	20850/-	27800/-
33	Green office Management	7 days	14 days	21 days	28 day	6950/-	13500/-	20850/-	27800/-
34	Disaster Management	7 days	14 days	21 days	28 days	6950/-	13500/-	20850/-	27800/-
35	Diglam Namzha	3 days	5 days	7 days	7 days	6950/-	13500/-	20850/-	27800/-
36	Advance Office Management	7 days	14 days	21 days	28 days	7950/-	14500/-	21850/-	28800/-
37	GNH	7 days	14 days	21 days	28 days	6950/-	13500/-	20850/-	27800/-

Note:

- If required, we can also arrange Food and accommodation
- Course Fees will be depend upon the number of participants
- More the participants lesser the fee