OLIVE

Olive Course List



Healthcare Bundle

Awarding Body

Mandatory for employment

•	Communications in Dementia Care	NMBI	Yes
•	Dementia Care	NMBI	Yes
•	Knowing the Person with Dementia	NMBI	Yes
•	Medication and the Resident with Dementia	NMBI	Yes
•	Nutrition and Feeding in Care Homes	NMBI	Yes
•	Infection Control	NMBI	Yes
•	Palliative Care	NMBI	Yes
•	Safeguarding Against Abuse	NMBI	Yes
•	Understanding and Managing Delirium	NMBI	Yes
•	Health and Safety for Managers and Supervisors	AOFAQ	Yes
•	ROSPA Health and Safety	ROSPA	Yes
•	Manual Handling	AOFAQ	Yes
•	Slips, Trips and Falls	ROSPA	Yes
•	Hand Hygiene	AOFAQ	Yes
•	Fire Safety	ROSPA	Yes
•	CPR & AED Awareness	AOFAQ	Yes
•	GDPR Staff Awareness	Insurance Institute of Ireland	Yes
•	Change Management	ABE	Yes
•	Delegation Skills	ABE	Yes
•	HACCP Food Safety Levels 1 & 2	ROSPA	Yes
•	Computer ICT Health & Safety	AOFAQ	Yes
•	Food Allergies	ROSPA	Yes
•	Managing Pregnancy in the Workplace	ROSPA	Yes

Retail

Awarding Body

AOFAQ

Insura

Mandatory for employment

OLIVE

•	Customer Service Management
•	GDPR Staff Awareness
	Manual Handling

- Influencing People Skills
- Basic First Aid Awareness
- ROSPA VDU Workstation Ergonomics
- Armed Robbery Awareness
- Selling Through Customer Service
- Cyber for the Home
- Responsible Service of Alcohol
- HACCP Food Safety Levels 1 & 2
- Change Management
- Communication Skills
- Dignity in the Workplace
- Computer ICT Health & Safety
- Managing Stress for Employees
- Managing Under Pressure
- Fire Safety
- Slips, Trips and Falls
- Warehouse Safety
- Hand Hygiene
- Armed Robbery Awareness
- Managing Pregnancy in the Workplace

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ROSPA

Yes	5
Yes	5
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Yes



Hospitality	
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Awarding Body

Mandatory for employment



•	Mandate Bar & Hospitality	ROSPA
•	HACCP Food Safety Level 1 & 2	ROSPA
•	Barista School Level 1	ROSPA
•	Barista School Level 2	ROSPA
•	Responsible Service of Alcohol Ireland	ROSPA
•	Manual Handling	ROSPA
•	Restaurants Association of Ireland - Customer Service	ROSPA
•	Restaurant Association of Ireland Restaurant Induction	ROSPA
•	Basic First Aid Awareness	ROSPA
•	Food Allergies	ROSPA
•	Kitchen Safety	ROSPA
•	GDPR Staff Awareness	ROSPA
•	Fire Safety	ROSPA
•	Hand Hygiene	ROSPA
•	Slips, Trips and Falls	ROSPA
•	Social Media Awareness	Transcend
•	Customer Service Management	AOFAQ
•	Communication Skills	AOFAQ
•	Dignity in the Workplace	AOFAQ
•	Managing Stress for Employees	Transcend
•	Managing Pregnancy in the Workplace	AOFAQ
•	Armed Robbery Awareness	AOFAQ

Yes
Yes
103



Being there (Mental health)

- Being There Module 1- The Art of Listening
- Being There Module 2 Core Qualities of Skilled Listener
- Being There Module 3 Listening
- Being There Module 4 The Five Pillars of a Caregiving Experience
- Being There Module 5 Culture's Role in Skilled Listening
- Being There Module 6 Self-Esteem
- Being There Module 7 Loss
- Being There Module 8 Crisis Intervention
- Being There Module 9 Self Care
- Mental Health Awareness

Business Management:

- Manager to Leader
- Understanding time management
- Communication techniques and application
- Building relationships
- Strategic decision making
- Leading people and leadership styles
- Managing people
- Operational management
- Project management
- Business finance

Awarding Body

Dr Derek Smyth

Dr Derek Smyth Dr Derek Smyth

Dr Derek Smyth AOFAQ

Awarding Body

ABE Endorsed

ABE Endorsed

Mandatory for employment

Yes

Mandatory for employment

Yes

Yes

Yes
Yes
Yes
Yes
Yes
Yes
Yes
Yes
Yes



Business Admin

Awarding Body

Mandatory for employment

OLIVE

	Administrator	

- Report creation and making recommendations
- Decision making and problem solving
- Building and maintaining positive relationships
- Supporting your team, meetings and logistics
- Leading people
- Project life-cycle and management
- Understanding organisational purpose
- Policies Processes and Relevant Regulations
- Understanding the applicability of business principles

Customer Service

- Understanding your Organization and Knowing your Customers
- Meeting Regulations and Legislations
- Communication and Interpersonal Skills
- Roles and Responsibilities
- Product and Service Knowledge, Customer-focused Experience and Right First time
- Developing Self and being open to Feedback
- Systems and Resources
- Dealing with Customer Conflict, Challenges and Influencing People
- Team Work

ABE	Endorsed
ABE	Endorsed

Yes Yes Yes Yes Yes Yes Yes Yes Yes Yes

Awarding Body

ABE Endorsed		Yes
ABE Endorsed		Yes
ABE Endorsed		Yes
ABE Endorsed		Yes
ABE Endorsed		Yes
ABF Endorsed		Yes

Mandatory for employment

Fitness		Awarding Body	Mandatory for employment
•	The Skeletal System	Edufit	Yes
•	Joints	Edufit	Yes
•	The Muscle System	Edufit	Yes
•	The Nervous System	Edufit	Yes
•	The Circulatory System	Edufit	Yes
•	The Respiratory System	Edufit	Yes
•	The Energy Systems	Edufit	Yes
•	Principles of Exercise	Edufit	Yes
•	The Principles of Training	Edufit	Yes
•	Planning Gym Based Exercise Part 1	Edufit	Yes
•	Instructor: Planning Gym Based Exercise Part 2	Edufit	Yes
•	Warm Up Mobility and Cool Down	Edufit	Yes
•	Core Stability	Edufit	Yes
•	Motor Skills	Edufit	Yes
•	Flexibility	Edufit	Yes
•	Intro to Suspension Training Kettle bells Foam Rolling and	Edufit	Yes
	Spotting		
•	Muscle Action Origin and Insertion	Edufit	Yes
•	Nutrition and Health Guidelines	Edufit	Yes
	Influences on Food Habits	Edufit	Yes

Exercise Nutrition

Hand Hygiene

Infection Control

Exercise Intensity and Weight Loss

Edufit

Edufit

AOFAQ

NMBI

Yes

Yes

Yes

Yes





Construction

Awarding Body

Mandatory for employment

OLIVE

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- Asbestos Awareness
- Basic First Aid Awareness
- Confined Spaces Awareness
- COSHH
- Environmental Awareness
- Hand Protection Awareness
- Ladder Safety Awareness
- MEWPs Awareness
- Signaller Slinger (Spotter)
- Warehouse Safety
- Working At Heights Awareness
- Electrical Safety
- Health and Safety
- Hazardous Substances Awareness
- Health and Safety for Managers
- Slips, Trips & Falls Awareness
- Fire Safety Awareness
- Hand Hygiene
- Harness Safety: Fall Protection
- Eve Safety
- Personal Protective Equipment Awareness
- Cyber Security Awareness
- GDPR Staff Awareness
- Risk Assessment Method Statements
- Managing Stress for Employees
- Accident Reporting
- Accident Investigation
- Abrasive Wheels
- CPR & AED Awareness
- Signaller / Slinger Awareness
- Safety, Health & Environment

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- AOFAQ AOFAO
- Insurance Institute of Ireland
 - ROSPA Transcend
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 - ROSPA

Yes Yes

- Yes Yes
- Yes Yes
- Yes Yes Yes
- Yes Yes
- Yes Yes Yes
- Yes Yes Yes Yes
- Yes Yes
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- Yes Yes Yes
- Yes Yes
- Yes
 - Yes



Office

Awarding Body

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AOFAQ

AOFAQ

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AOFAQ

AOFAQ

Transcend

AOFAQ

AOFAO

Mandatory for employment



•	Autism	Awar	eness

Cyber Security Awareness At Home

GDPR Staff Awareness

• Fire Safety

VDU Workstation Ergonomics

Mental Health Awareness

Office Employee Induction

Infection Control

Manual Handling

Change Management

Business Writing

Communication Skills

Delegation Skills

• Dignity in the Workplace

Computer ICT Health & Safety

How to Conduct Effective Meetings

Interviewing Skills

Managing Stress for Employees

Managing Under Pressure

Managing Pregnancy in the Workplace

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surance Institute of Irelar	ıd
ROSPA	
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AOFAQ	
ABE	
AOFAQ	

Yes
Yes



Office

Awarding Body

Mandatory for employment



Time &	Priority	Management

- VDU Workstation Ergonomics
- VDU Workstation Ergonomics
- Anti-Bullying
- Attendance Management
- Dignity in the Workplace
- Influencing Skills
- <u>LinkedIn for Business</u>
- Minute Taking for Meetings
- Report Writing
- Cyber for the Home
- GDPR Executive Board Course
- GDPR Marketing Course
- GDPR IT Course
- GDPR HR Course
- Cyber for Business UK
- Twitter for Business
- Project Management

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AOFAO

ABE

Yes

Yes

Yes Yes

Yes

Yes

Yes

Yes

Yes

Yes

Yes Yes

Yes

Yes Yes

Yes Yes

Yes





Cyber/Data Protection

- Data Protection UK (GDPR Staff Awareness)
- GDPR Staff Awareness (Insurance)
- GDPR Staff Awareness (Finance)
- GDPR Staff Awareness (Sports)
- 12 Steps to GDPR Compliance
- GDPR Executive Board Course
- GDPR Marketing Course
- GDPR IT Course
- GDPR HR Course
- GDPR Healthcare
- Cyber for Business UK
- Cyber for Business UK
- Cyber for the Home
- Cyber & GDPR Hospitality Staff Version
- Cyber & GDPR Hospitality Managers Version
- Cyber Security Training and Awareness (Business)
- Whistleblower
- Data Protection for the Health and Social Care Industry

Compliance & Cpd



- Anti Bullying
- Board Meeting and Presentation Skills
- Influencing People Skills
- How to Conduct Effective Meetings
- Delegation Skills
- Change Management
- Report Writing
- Project Management
- Emotional Intelligence
- Selling Through Customer Service
- Negotiation Skills
- Workplace Attendance Management Skills
- Workplace Stress Management Skills
- Social Media Awareness
- Time and Priority Management
- Solution Selling
- Safeguarding, Prevention and British Values
- Business Writing
- Communication Skills
- Delegation Skills
- Dignity in the Workplace
- Computer ICT Health & Safety

Health & Safety

- Manual Handling
- Accident Reporting
- Accident Investigation
- Fire Safety
- Confined Space Hazards
- Control of Substance Hazardous to Health
- Hand Protection
- Working at Height
- Slips, Trips and Falls
- Environmental Awareness
- Asbestos Awareness
- Risk Assessment
- Abrasive Wheels
- Buried Services
- Eye Safety
- Fire Safety
- Electrical Safety
- Hand Protection
- Ladder Safety Awareness
- Personal Protective Equipment
- Safety, Health & Environment
- Warehouse Safety
- Health and Safety for Managers
- Abrasive Wheels

Healthcare



- First Aid
- CPR and AED Awareness
- Dementia Care
- Communication in Dementia Care
- Knowing the person with Dementia
- Understanding and Managing Delirium
- Understanding and Managing Distressed Behaviors that are Challenging
- Palliative Care
- Medication and the Resident with Dementia
- Nutrition and Feeding in Care Homes
- Infection Control
- Safeguarding Against Abuse

Hospitality

- Responsible Service of Alcohol
- HACCP Food Safety Levels 1 & 2
- HACCP Food Safety L3
- Food Allergies

Food Manufacturing

Food Passport

- Food Safety, Hazards, Contamination & HACCP
- Personal Hygiene and Cleaning
- Food Pests, Infestation & Pest Controls
- Health & Safety, Safety Signs and PPE
- Manual Handling of Loads and Knife Skills & Safety

Mental Health

OLIVE

Food Passport

- Art of Listening
- Core Qualities of Skilled Listener
- Listening
- The Five Pillars of a Caregiving Experience
- The role of culture
- Self Esteem
- Loss
- Crisis Intervention
- Self Care

Environmental

- Environmental Awareness
- Safety Health and Environment

Covid - 19

- COVID-19 Back to Work Induction
- COVID-19 Workplace Compliance Officer
- COVID-19 Induction (Construction)
- COVID-19 Compliance Officer (Construction)

Finance

- SM&CR Insurance)
- Anti Money Laundering Insurance
- Anti-Bribery & Corruption

Security

Armed Robbery Awareness

Manufacturing

Laboratory Safety





Sales, Marketing And Procurement

Customer Service

- Induction to Customer Service
- Understanding your Organization and Knowing your Customers
- Meeting Regulations and Legislations
- Communication and Interpersonal Skills
- Roles and Responsibilities
- Product and Service Knowledge, Customer-focused Experience and Right First time
- Developing Self and being open to Feedback
- Systems and Resources
- Dealing with Customer Conflict, Challenges and Influencing People
- Team Work

Hr Support



- Understanding the structure of the business / organisation
- HR Legislation and Policy
- HR Function
- HR Systems and Processes
- Service Delivery within HR
- Communication and Problem Solving Skills
- Process improvement
- Management of information within HR

Operations Departmental Manager

- The Induction to Operational Manager
- Self awareness
- Self management
- Communication
- Building relationships
- Decision making
- Leading people
- Managing people
- Operational management
- Project management
- Finance

Business And Admin

- Business Administrator Introduction
- Report creation and making recommendations
- Decision making and problem solving
- Building and maintaining positive relationships
- Supporting your team, meetings and logistics
- Leading people
- Project life-cycle and management
- Understanding organisational purpose
- Policies, Processes and Relevant Regulations
- Understanding the applicability of business principles



Recruitment, Hr And Resource Management

Recruitment Resources Courses

- Introduction to Recruitment Resource
- The Role of Recruitment Resource
- Compliance Legal, Regulatory and Ethical Requirements when Recruiting
- Client Relationship Management Systems and Data Protection
- Business Development Sales Techniques and Processes
- Consultancy Identifying Client Needs and the Resourcing Plan
- Candidate Sourcing Using Research in the Recruitment Process
- Candidate Management: Researching the Candidate
- Candidate Sourcing The Selection Process
- Candidate Management Building and Maintaining Relationships with Candidates
- Customer Service





Recruitment, Research And Admin

Recruitment Consultant

- Introduction to Recruitment Consultant
- The Recruitment Industry
- The Roles and Responsibilities of a Recruitment Consultant
- Legal, Regulatory and Ethical Requirements when Recruiting
- Market Research and Analysing Competitor Activity
- The Recruitment Sales Cycle and Techniques
- Benefits of Productive Working Relationship
- Financial Awareness
- Client Recruiting Requirements and Attracting Candidates
- Purposes and Benefits of Recruitment Networks
- Candidate Assessment

Large Goods Vehicle

Large Goods (LGV) Driver

- Structure of the Industry
- Awareness of Role
- Protection of the Driver
- Drivers First Aid
- Safe Use of Equipment
- Building Relationships
- Drivers Hours
- Preparation of a vehicle
- Planning of Delivery
- Safe Loading
- Safe and Efficient Driving
- Returned Goods
- Using Technology





Events Assistant

- Communication and Importance of Feedback
- Communication Skills & Strategy
- Building Relationships and Interpersonal Skills
- Prioritise and Time Management Techniques
- Decision Making & Problem Solving
- Managing and Leading People
- Operations Management
- Project Management
- Planning and Organisation
- Case Study on Golf Day

Supply Chain Warehouse Operative



- Awareness of Sector and own Role
- Health & Safety.
- Safe use of equipment and machinery
- Managing Waste and use packing material effectively
- Using IT systems and processes within the Warehouse Environment
- Legislation and Regulation within the supply chain industry
- Handling Stock, Stock Management
- Building & Working Relationships in Sector
- Customer expectations and organizational performance
- Effect of role on health and maintaining fitness





Business And Administration



- Board Meeting and Presentation Skills
- Business Administrator Building and maintaining positive relationships
- Business Administrator Decision making and
- problem solving
- Business Administrator Project life-cycle and
- management
- Business Administrator Report creation and making recommendations
- Business Administrator Understanding the applicability of business principles
- Business Writing
- Change Management
- Communication Skills
- Customer Service Management Ireland
- Customer Service Practitioner Self development
- Customer Service Practitioner Teamwork and knowledge sharing
- Cyber Security Awareness for Business

- Dignity in the Workplace
- Discipline
- Emotional Intelligence
- Ethics in Business
- GDPR HR Professionals UK
- How to Conduct Effective Meetings
- Individual Development Planning
- Influencing People Skills
- Interviewing Skills
- Manager to Leader Introduction
- Manager to Leader Understanding time management
- Manager to Leader Communication techniques and application
- Manager to Leader Building relationships
- Manager to Leader Strategic decision making
- Delegation Skills
- Data Protection Awareness UK
- Stress Management for Employees
- VDU Workstation Ergonomics Ireland
- COVID-19 Compliance Officer UK
- COVID-19 Back to Work Induction UK

- Manager to Leader Leading people and leadership styles
- Manager to Leader Managing people
- Manager to Leader Operational management
- Manager to Leader Project management
- Manager to Leader Business finance
- Managing Under Pressure
- Minute Taking
- Negotiation Skills
- Project Management
- Report Writing
- Selling Through Customer Service
- Solution Selling
- Time and Priority Management
- VDU Workstation Ergonomics
- Attendance Management Skills
- COVID-19 Compliance Officer Ireland
- COVID-19 Back to Work Induction -Ireland

Care Services, Education And Childcare



- Communication in Dementia Care
- Knowing the person with Dementia
- Understanding and Managing Delirium
- Understanding and Managing Distressed Behaviour that are Challenging
- Anti Bullying in the Workplace
- Armed Robbery Awareness Ireland
- Business Administrator Decision making and problem solving
- Club Running and Safeguarding Children in Sport
- Communication Skills
- CPR and AED Awareness
- Customer Service Practitioner Communication and interpersonal skills
- Customer Service Practitioner Dealing with customer conflicts and influencing people

- Discipline
- Time and Priority Management
- Emotional Intelligence
- Environmental Awareness ROSPA
- First Aid ROSPA
- First Aid for Sports Events
- Food Allergies ROSPA
- Health and Safety Induction for Childcare
- workers Ireland
- How to Conduct Effective Meetings
- Influencing People Skills
- Manager to Leader Managing people
- Managing Under Pressure
- Social Media Awareness
- Stress Management for Employees
- Dignity in the Workplace
- Delegation Skills

- Being There- Art of Listening
- Being There Core Qualities of Skilled Listener
- Being There Listening
- Being There The Five Pillars of a Caregiving
- Experience
- Being There The role of culture
- Being There Self Esteem
- Being There Loss
- Being There Crisis Intervention
- Being There Self Care
- COVID-19 Back to Work Induction Ireland
- COVID-19 Compliance Officer Ireland
- COVID-19 Compliance Officer UK
- COVID-19 Back to Work Induction UK
- Armed Robbery Awareness
- Infection Control

Catering And Hospitality



- Manual Handling
- Food Allergies ROSPA
- Health and Safety for Managers ROSPA
- HACCP Food Safety L2
- HACCP Food Safety Level 3
- Customer Service Management Ireland
- Dublin Barista School Barista Level 1 Ireland
- Dublin Barista School Barista Level 2 Ireland
- Environmental Waste Management Ireland
- Responsible Service of Alcohol
- Personal Trainer Nutrition and Health
- Guidelines
- Fire Safety ROSPA
- Accident Reporting ROSPA
- Communication Skills
- Preventing Slips Trips and Falls

- CPR and AED Awareness
- Customer Service Practitioner Product and
- service knowledge
- HACCP Food Safety Level 1 Ireland
- Essential Bar Training
- Essential Catering
- Essential Customer Service
- Essential Health and Safety
- Essential Hospitality
- Award in Responsible Alcohol Retailing Level 1 Licensing - UK
- T in the Park Licensing Training
- Scottish Certificate for Licensed Premises Staff Part 1
- Scottish Certificate for Licensed Premises Staff Part 2
- Scottish Certificate for Licensed Premises Staff Part 3
- Scottish Certificate for Personal Licence
- Holders Part 1

- Scottish Certificate for Personal Licence
- Holders Part 2
- Scottish Certificate for Personal Licence
- Holders Part 3
- Cyber Security and Data Protection in the
- Hospitality Industry Frontline Employees - UK
- Cyber Security and Data Protection in the
- Hospitality Industry Managers UK
- Manual Handling Ireland

Construction



- Delegation Skills
- Report Writing
- Emotional Intelligence
- Negotiation Skills
- Stress Management for Employees
- Time and Priority Management
- Fire Safety Ireland ROSPA
- Preventing Slips Trips and Falls
- PPE for Construction
- Manual Handling
- Managing Under Pressure
- First Aid ROSPA
- Fire Safety ROSPA
- Dignity in the Workplace
- Control of Substance Hazardous to Health ROSPA

- Accident Reporting ROSPA
- Accident Investigation
- Confined Space Hazards
- Hand Protection ROSPA
- Working at Height
- Asbestos Awareness
- Safety Health and Environment ROSPA
- Eye Safety ROSPA
- Electrical Safety ROSPA
- Abrasive Wheels
- Buried Services ROSPA
- MEWPS Ireland ROSPA
- Project Supervisor for the Construction
 Stage Ireland
- Safe Chemical Handling
- COVID-19 Compliance Officer -Construction- Ireland

- COVID-19 Induction Construction Ireland
- COVID-19 Induction Construction UK
- COVID-19 Compliance Officer Construction UK
- Risk Assessment and Method Statements UK
- Health and Safety for Managers UK ROSPA
- Signaller/Slinger Awareness Ireland ROSPA
- Ladder Safety Awareness UK ROSPA
- Construction Design and Management -CDM -Regulation 2015 - UK
- Project Supervisor Design Process PSDP
- Environmental Awareness ROSPA
- Environmental Health- Ireland
- Environmental Waste Management Ireland
- Manual Handling Ireland

Creative Design And Digital

- Armed Robbery Awareness
- Business Administrator Building and maintaining positive relationships
- Business Administrator Report creation and making recommendations
- Communication Skills
- Computer ICT Health and Safety Ireland
- Customer Service Management Ireland
- Customer Service Practitioner Dealing with customer conflicts and influencing people
- Customer Service Practitioner Product and service knowledge
- Customer Service Practitioner Roles and responsibilities
- Customer Service Practitioner Teamwork and knowledge sharing
- Cyber Security and Data Protection in the Hospitality Industry - Managers - UK
- Cyber Security and Data Protection in the Hospitality Industry - Frontline Employees - UK
- Cyber Security Awareness for Business
- Cyber Security Awareness at Home

- Data Protection Awareness UK
- Eye Safety ROSPA
- GDPR Information Technology UK
- Data Protection for Marketing Professionals -UK
- LinkedIn for Business International
- Manager to Leader Operational management
- Manager to Leader Project management
- Manager to Leader Strategic decision making
- Selling Through Customer Service
- Social Media Awareness
- Time and Priority Management
- VDU Workstation Ergonomics
- Customer Service Practitioner Product and service knowledge
- COVID-19 Compliance Officer Ireland
- COVID-19 Back to Work Induction Ireland
- COVID-19 Compliance Officer UK
- COVID-19 Back to Work Induction UK
- Introduction to BIM UK
- Armed Robbery Awareness Ireland
- VDU Workstation Ergonomics Ireland

Engineering And Manufacturing

- Accident Investigation
- Accident Reporting ROSPA
- Anti Bullying in the Workplace
- Communication Skills
- COVID-19 Back to Work Induction Ireland
- COVID-19 Back to Work Induction UK
- COVID-19 Compliance Officer Ireland
- COVID-19 Compliance Officer UK
- Data Protection Awareness UK
- Dignity in the Workplace
- Discipline
- Eye Safety ROSPA
- Food Allergies ROSPA
- HACCP Food Safety Levels 1 Ireland

- HACCP Food Safety L2
- HACCP Food Safety Level 3
- Hand Protection UK ROSPA
- Infection Control
- Laboratory Safety International ROSPA
- Managing Pregnancy in the Workplace -International - ROSPA
- Manual Handling Ireland
- Manual Handling
- Preventing Slips Trips and Falls
- Safety Health and Environment ROSPA
- Warehouse Safety ROSPA
- Warehouse Safety ROSPA

Event Management

- Event Assistant Communication & Importance of Feedback
- Event Assistant Communication Skills & Strategy
- Event Assistant Building Relationships & Interpersonal Skills
- Event Assistant Prioritising & Time Management Techniques
- Event Assistant Decision-making & Problem Solving
- Event Assistant Managing and Leading People
- Event Assistant Operations Management
- Event Assistant Project Management
- Event Assistant Planning and Organisation

ENVIRONMENTAL

- Environmental Awareness (ROSPA)
- Environmental Health (Ireland)
- Environmental Waste Management (Ireland)

Legal Finance And Accounting



- Anti Money Laundering Insurance UK
- Anti Bribery and Corruption
- Business Administrator Report creation and making recommendations
- COVID-19 Back to Work Induction UK
- COVID-19 Compliance Officer UK
- Cyber Security Awareness for Business
- Data Protection Awareness UK
- GDPR HR Professionals UK
- Manager to Leader Business finance
- Senior Manager and Certification Regime SMCR -Insurance - UK
- Whistleblower Training Course
- COVID-19 Compliance Officer Ireland
- COVID-19 Back to Work Induction Ireland
- Ethics in Business

Health And Science



- Gym Instructor The Skeletal System
- Gym Instructor Joints
- Gym Instructor The Energy Systems
- Gym Instructor The Muscle System
- Gym Instructor The Nervous System
- Gym Instructor Circulatory System
- Gym Instructor The Respiratory System
- Gym Instructor Principles of Exercise
- Gym Instructor Principles of Training
- Gym Instructor Reasons for Exercising and Goal Setting
- Gym Instructor Barriers to Exercise
- Gym Instructor Customer Care
- Gym Instructor Supporting Clients
- Gym Instructor Importance of Healthy Eating
- Gym Instructor Health and Safety

- Gym Instructor Gym Inductions
- Gym Instructor Planning Gym Based Exercise Part 1
- Gym Instructor Planning Gym Based Exercise Part 2
- Gym Instructor Warm Up, Mobility and Cool Down
- Gym Instructor Flexibility
- Gym Instructor Core Stability
- Gym Instructor Intro to Suspension Training,
 Spotting, Foam Rolling and Kettlebells
- Gym Instructor Instructing gym based exercise
- Gym Instructor Closing sessions
- Personal Trainer The Skeletal System 2
- Personal Trainer The Muscle System 2
- Personal Trainer The Cardiovascular System
- Personal Trainer The Respiratory System 2
- Personal Trainer The Energy Systems 2
- Personal Trainer The Nervous and Endocrine System

- Personal Trainer The Lymphatic System
- Personal Trainer Core
- Personal Trainer Muscle Action Origin and Insertion
- Personal Trainer Nutrition and Health Guidelines
- Personal Trainer Exercise Nutrition
- Personal Trainer Influences on Food Habits
- Personal Trainer Consultations and Action
- Planning
- Personal Trainer Lifestyle Analysis
- Personal Trainer Testing
- Personal Trainer Motor Skills
- Personal Trainer Programming Personal Training Sessions
- Personal Trainer Programme Design for CV Training
- Personal Trainer Exercise Intensity and Weight Loss
- Personal Trainer Cardiovascular Training Systems
- Personal Trainer Strength and Power

Health And Science

- Personal Trainer Programme Design for Resistance Training
- Personal Trainer Resistance Training Systems
- Personal Trainer Periodisation
- Personal Trainer Strength and Conditioning
- Personal Trainer Exercising outside the Gym
- Personal Trainer Delivering Personal Training Sessions
- Personal Trainer Evaluating Sessions
- Discipline
- Dignity in the Workplace (International)
- Anti Bullying (International)
- Accident Reporting (UK) (ROSPA)
- Managing Under Pressure
- Manual Handling (UK)
- Workplace Stress Management Skills

- Preventing Slips Trips and Falls (UK) (ROSPA)
- First Aid for Sports Event
- CPR and AED Awareness
- Hand Protection (UK) (ROSPA)
- Communication Skills (International)
- Club Running and Safeguarding Children in Sport
- Manual Handling (Ireland)
- Covid-19 Back to Work Induction Ireland
- COVID-19 Compliance Officer (Ireland)
- COVID-19 Induction (Construction) (UK)
- COVID-19 Compliance Officer (UK)
- COVID-19 Back to Work Induction (UK)
- Social Media Awareness

Legal Finance And Accounting

- Anti Money Laundering Insurance UK
- Anti Bribery and Corruption
- Business Administrator Report creation and making recommendations
- COVID-19 Back to Work Induction UK
- COVID-19 Compliance Officer UK
- Cyber Security Awareness for Business
- Data Protection Awareness UK
- Ethics in Business
- GDPR HR Professionals UK
- Manager to Leader Business finance
- Senior Manager and Certification Regime SMCR -Insurance - UK
- Whistleblower Training Course
- COVID-19 Compliance Officer Ireland
- COVID-19 Back to Work Induction Ireland

Protective Services

- Manual Handling
- Managing Under Pressure
- Discipline
- Dignity in the Workplace
- Anti Bullying in the Workplace
- Accident Reporting ROSPA
- Accident Investigation
- Armed Robbery Awareness
- Fire Safety ROSPA
- Electrical Safety ROSPA
- COVID-19 Back to Work Induction UK
- COVID-19 Compliance Officer UK
- Manual Handling Ireland
- Armed Robbery Awareness Ireland
- COVID-19 Compliance Officer Ireland
- COVID-19 Back to Work Induction Ireland



Sales And Marketing

- Communication Skills
- Customer Service Management Ireland
- Customer Service Practitioner -
- Communication and interpersonal skills
- Customer Service Practitioner Dealing with customer conflicts and influencing people
- Customer Service Practitioner Product and service knowledge
- Customer Service Practitioner Roles and responsibilities
- Customer Service Practitioner Self development
- Customer Service Practitioner Systems and resources
- Customer Service Practitioner Teamwork and knowledge sharing
- Customer Service Practitioner Understanding your organisation
- Time and Priority Management
- Essential Customer Service
- Data Protection for Marketing Professionals UK
- LinkedIn for Business International
- Manager to Leader Building relationships
- Manager to Leader Communication techniques and application

- Manager to Leader Leading people and leadership styles
- Manager to Leader Managing people
- Manager to Leader Operational management
- Manager to Leader Project management
- Manager to Leader Strategic decision making
- Manager to Leader Understanding time management
- Negotiation Skills
- Selling Through Customer Service
- Social Media Awareness
- Solution Selling
- VDU Workstation Ergonomics
- VDU Workstation Ergonomics Ireland
- COVID-19 Compliance Officer Ireland
- COVID-19 Back to Work Induction Ireland
- > COVID-19 Compliance Officer UK
- COVID-19 Back to Work Induction UK

Transport And Logistics

- Abrasive Wheels
- Accident Investigation
- Accident Reporting ROSPA
- Confined Space Hazards
- COVID-19 Compliance Officer Construction UK
- COVID-19 Induction Construction UK
- Dignity in the Workplace
- Discipline
- Eye Safety ROSPA
- Fire Safety ROSPA
- Hand Protection ROSPA
- Ladder Safety Awareness ROSPA
- Large Goods Vehicle Structure of the Industry
- Large Goods Vehicle Awareness of Role
- Large Goods Vehicle Protection of the driver, vehicle and load
- Large Goods Vehicle Drivers First Aid
- Large Goods Vehicle Safe Use of Equipment
- Large Goods Vehicle Building Relationships

- Large Goods Vehicle Driver's Hours
- Large Goods Vehicle Preparation of a vehicle
- Large Goods Vehicle Planning of Delivery
- Large Goods Vehicle Safe and Efficient Driving
- Large Goods Vehicle Returned Goods
- Large Goods Vehicle Using Technology
- Large Goods Vehicle Using Technology
- Manual Handling
- Preventing Slips Trips and Falls
- Warehouse Safety ROSPA
- Working at Height UK
- COVID-19 Compliance Officer Ireland
- COVID-19 Back to Work Induction Ireland
- COVID-19 Compliance Officer UK
- COVID-19 Back to Work Induction UK

Coming Soon

OLIVE

LEVEL 4 STRENGTH AND CONDITIONING SERIES

- Strength & Conditioning Biomechanical
- Considerations of Sport Specific Strength and Conditioning
- Strength & Conditioning Sports Specific Movements for Strength and Conditioning
- Strength & Conditioning Hypertrophy
- Strength & Conditioning Strength
- Strength & Conditioning Energy System Development (ESD)
- Strength & Conditioning Nervous System
- Strength & Conditioning Health Related Components of Fitness
- Strength & Conditioning Plyometric
- Strength & Conditioning Effects and Indicators of Overtraining
- Strength & Conditioning Functional Athletic Screening
- Strength & Conditioning Profiling Athletes
- Strength & Conditioning Principles of Training
- Strength & Conditioning Periodisation
- Strength & Conditioning Sport Specific Warm- ups And Cool Downs
- Strength & Conditioning Specific Phases of a Periodisation
- Strength & Conditioning Understand the Role of Nutrition within Strength and Conditioning

FOOD SAFETY SERIES

- Food Safety Introduction
- Food Safety Contamination
- Food Safety Bacteria
- Food Safety Prevention
- Food Safety Hazard Analysis
- Food Safety Personal Hygiene
- Food Safety Pest and Waste Control
- Food Safety Cleaning
- Food Safety Promises and Equipment
- Food Safety Summary

HEALTH AND SAFETY

- GHS Classification
- Health and Safety for Directors
- Health and Safety for Cleaners
- Lone Working Managers
- Lone Working Employees
- Noise Awareness
- Spill Prevention and Control
- Lockout and Tagout
- Legionella Awareness

Coming Soon



RECRUITMENT RESOURCER SERIES

- Recruitment Resourcer Induction
- Recruitment Resourcer The Role of Recruitment Resourcer
- Recruitment Resourcer Compliance Legal, Regulatory and Ethical Requirements when Recruiting
- Recruitment Resourcer Client Relationship Management Systems and Data Protection
- Recruitment Resourcer Business Development Sales Techniques and Processes
- Recruitment Resourcer Consultancy Identifying Client Needs and the Resourcing Plan
- Recruitment Resourcer Candidate Sourcing Using Research in the Recruitment Process
- Recruitment Resourcer Candidate Management: Researching the Candidate
- Recruitment Resourcer Candidate Sourcing The Selection <u>Process</u>
- Recruitment Resourcer Candidate Management Building and Maintaining Relationships with Candidates
- Recruitment Resourcer Customer Service

OPERATIONS DEPARTMENTAL MANAGER SERIES

- Operations Departmental Manager The Induction
- Operations Departmental Manager Self Awareness
- Operations Departmental Manager Self Management
- Operations Departmental Manager Communication
- Operations Departmental Manager Building Relationships
- Operations Departmental Manager Decision Making
- Operations Departmental Manager Leading People
- Operations Departmental Manager Managing People
- Operations Departmental Manager Operational Management
- Operations Departmental Manager Project Management
- Operations Departmental Manager Finance

LEGAL FINANCE AND ACCOUNTING

- IT Audit Skills
- Disputes and Claims Management

Coming Soon



RECRUITMENT CONSULTANT SERIES

- Recruitment Consultant The Recruitment Industry and Role of Consultant
- Recruitment Consultant The Recruitment Industry and Role of Consultant
- Recruitment Consultant The Recruitment Industry and Role of Consultant
- Recruitment Consultant Legal, Regulatory and Ethical Requirements when Recruiting
- Recruitment Consultant Market Research and Analysing Competitor Activity
- Recruitment Consultant The Recruitment Sales Cycle and Techniques
- Recruitment Consultant The Recruitment Sales Cycle and Techniques
- Recruitment Consultant The Recruitment Sales Cycle and Techniques
- Recruitment Consultant The Recruitment Sales Cycle and Techniques
- Recruitment Consultant Understanding Relationship Management in Recruitment

MEDICINE AND HEALTH

- Medicine Awareness Training
- Mental Health Awareness
- Mental Health Legislation
- Mental Health Awareness Introduction
- Mental Health Awareness Stress
- Mental Health Awareness Anxiety

RETAILER SERIES

- Retailer Understanding Business Vision and Values
- Retailer Marketing and Merchandising
- Retailer Financial Performance
- Retailer Communication and Teamwork
- Retailer Products and Services
- Retailer Branding Reputation
- Retailer Stock Control
- Retailer Retail Technology
- Retailer Legal and Governance
- Retailer Environmental Impact of Work Activities

SUPPLY CHAIN WAREHOUSE OPERATIVE SERIES

- SCWO Awareness of Sector and own Role
- SCWO Health and Safety
- SCWO Safe use of equipment and machinery
- SCWO Managing Waste and use packing material effectively
- SCWO Using IT systems and processes within the Warehouse Environment
- SCWO Legislation and Regulation within Supply Chain
- SCWO Handling Stock, Stock Management
- SCWO Building & Working Relationships in Sector

OLIVEThank you

