

马来西亚技术(SKM)第三级证书 工业行政管理

暨商业管理技能

Malaysian Skills Certificate (SKM) Level 3
Industrial Management Skills
(SKMFB-DB) (FB-023-3: 2012)
with Business Management Skills

▲ 1年课程
1 Year Course

▲ 教学媒介语以英文为主，中文为辅
Medium of Instruction: Simple English & Chinese

▲ 16岁以上即可报读，无需入学资格
Entry Requirement: 16 Years Old & Above

认证与注册鉴定单位 Accredited and Registered by :

马来西亚技术(SKM)第三级证书 工业行政管理

Malaysian Skills Certificate (SKM) Level 3
Industrial Management Skills (SKMFB-DB)



认证 | RECOGNITION

课程获马来西亚教育部学术资格鉴定机构(MQA)鉴定和承认。

Accredited and recognized by Malaysian Qualification Agency (MQA), Ministry of Higher Education of Malaysia.



评估标准 | ASSESSMENT

100%作业及实践练习, 本课程提供工业行政管理的理论30%与实践70%, 聚焦于工作场所的实际应用。鼓励团队合作, 让学生学会分组合作或单独工作以完成专题作业。

100% Assignment and Practical Exercises. The course offers both the theory (30%) and practice (70%) of Industrial Management skills, with a focus on the practical application of these skills in the workplace. Teamwork is encouraged and students learn to work in groups to complete their projects.



考取资格 | QUALIFICATIONS

马来西亚技术第三级证书

Malaysian Skills Certificate (SKM) Level 3



就业前景 | CAREER PATHWAYS

- 执行员、工业行政执行员、供应链业务执行员、货运管理执行员、商业行政人员、活动策划师、客户执行员、创业等等。
Executive, Industrial Admin Executive, Supply Chain Executive, Warehouse Management Specialist, Business Executive, Business Event Planner, CRM Executive, E-Commerce Entrepreneur, and etc.
- 学历得到提升, 专业受认可, 可获得升职加薪的机会。
This certification helps students to get higher qualification and enables the students to obtain the opportunities for promotion and increment in salary.
- 雇主或自雇人士可凭此认证或文凭申请相关执照, 也可提升自身品牌, 让顾客对您的专业更具信心, 以提升销售和营业额。
The employers or self-employed individuals may apply for the relevant licenses with this certification to enhance their brand image and customers' confidence, subsequently to improve sales and business performance.
- 凭此认证或文凭, 学生也可继续在本地任何国立或私立大学或学院升学。
With this certification, the students may further their studies at any local public or private university or college.
- 拥有SKM/DKM证书者有机会成为政府认证的技术培训导师或审核官员。
The students who possess this SKM/DKM certification may be appointed as government-certified vocational training instructors or assessment officers.



B5-B7, Block B, Jalan TKS 1, Taman Kajang Sentral, 43000 Kajang, Selangor DE, Malaysia.



019-757 1709 | 014-310 0195

(DEPARTMENT OF SMART INDUSTRIAL AND HOSPITALITY)

011-5768 2875 | 016-839 3385

(DEPARTMENT OF INNOVATION AND TECHNOLOGY)

016-429 7793 | 011-5768 2872

(DEPARTMENT OF CREATIVE MEDIA AND BEAUTY STUDIES)

019-814 7796 | 019-584 3199

(DEPARTMENT OF ENTERPRISE DEVELOPMENT AND PROFESSIONAL TRAINING)

03-8737 8770

(GENERAL LINE)



03-8733 9770



enrolment@neivce.edu.my



neivce



www.neivce.edu.my

学术伙伴 Academic Partners :



行业合作伙伴 Industry Partners :

