



**SHRDC**

# **CORPORATE PROFILE**

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**Selangor Human Resource  
Development Centre**

# **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.

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# SHRDC PROFILE

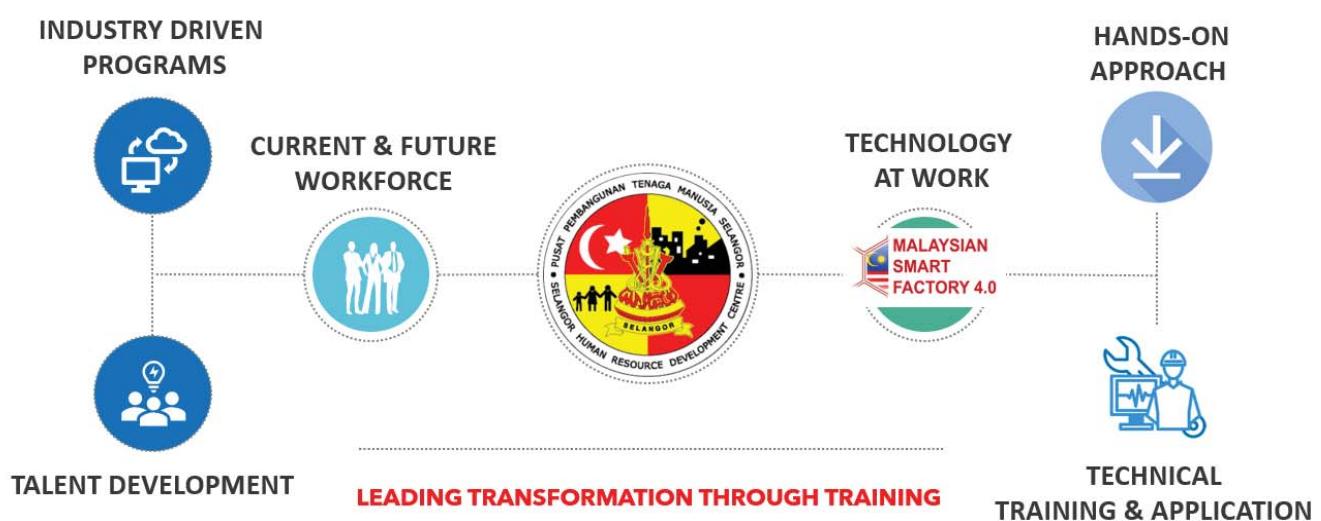
Established on 14th February 1992, Selangor Human Resource Development Centre (SHRDC) was set-up as a response to the Malaysian Government's call for closer co-operation between the government and private sector to overcome the short supply as well as upgrade the quality and skill levels of the human resource in the State of Selangor. SHRDC rose to the challenge with the strategic provision of technical and technological training in the competency format.

The inception of SHRDC was originally sponsored by the Malaysian Federal Government and the Selangor State Government in collaboration with the following Founding Members from the industries:

- Denso Malaysia Sdn Bhd
- Matsushita Group of Companies
- MEMC Electronic Materials Sdn Bhd
- Motorola Malaysia Sdn Bhd
- NEC Semiconductors Malaysia Sdn Bhd
- Texas Instruments Malaysia Sdn Bhd
- Western Digital Malaysia Sdn Bhd
- Yayasan Basmi Kemiskinan

With funding from both the Federal and State Government, SHRDC was able to facilitate capital-intensive equipment and machinery-based training along with other essential skills thus meet manpower requirement of the industries. Its endeavors have helped to significantly enlarge the pool of skilled manpower in the State of Selangor with improved skills and international exposures. At the same time, it was able to contribute indirectly to the country's industrial activities and economic growth.

To date, SHRDC has taken significant strides forward and established itself as an answer for the call of the private sector and government to overcome the challenges of skilled manpower shortage in Selangor. SHRDC training's system has evolved to meet the industry demand and it is highly responsive, flexible and caters for every "trainable" working employee.



# INSTITUTIONAL MEMBERS

Amkor Technology Malaysia Sdn Bhd  
Colgate-Palmolive (M) Sdn Bhd  
Continental Tyre PJ Malaysia Sdn. Bhd.  
Daikin Electronic Devices Malaysia Sdn Bhd  
Denso (M) Sdn Bhd  
Eita Elevator (Malaysia) Sdn Bhd  
FEC Cables (M) Sdn Bhd  
GE Engine Services Malaysia Sdn Bhd  
Gutor Electronic Asia Pacific Sdn Bhd  
Hitachi Electronic Products (M) Sdn Bhd  
Invest Selangor Berhad  
JF Technology Bhd  
Khind-Mistral Industries Sdn Bhd  
KYB-UMW Malaysia Sdn Bhd  
Malaysian Investment Development Authority (MIDA)  
Ministry of International Trade and Industry (MITI) Malaysia  
Timbalan Setiausaha Kerajaan (Pembangunan) Selangor  
New Hoong Fatt Holdings Berhad  
Nippon Electric Glass (M) Sdn Bhd  
NXP Malaysia Sdn Bhd  
Omron Malaysia Sdn Bhd  
Panasonic Manufacturing Malaysia Berhad  
Renesas Semiconductor KL Sdn Bhd  
S.E.H Malaysia Sdn. Bhd.  
Sapura Industrial Bhd  
Showa Denko Materials (Selangor) Sdn Bhd  
SME Corporation Malaysia  
Sony EMCS (M) Sdn Bhd  
Texas Instruments Malaysia Sdn. Bhd.  
EDA Plating (M) Sdn Bhd  
Western Digital (M) Sdn Bhd  
YBK Usahasama Sdn Bhd.

# ACHIEVEMENTS



## Industries We Serve

**SOLAR**  
**SMART FACTORY**  
**OIL & GAS**  
**MANUFACTURING**  
**COMMUNICATIONS CONTENT**  
**& INFRASTRUCTURE**

**PHARMACEUTICAL**  
**MICROSYSTEMS**  
**AEROSPACE**  
**ELECTRICAL & ELECTRONICS**

## Training Programs

### Communications Content and Infrastructure

- Microsoft Excel 2016 Basic
- Microsoft Excel 2016 Intermediate
- Microsoft Excel Intermediate
- Microsoft Power Point Basic

### Electronics/Industrial Automation/MSF/Aviation

- Data Driven 8D Problem Solving Method
- Data Generation
- Geometric Dimensioning & Tolerancing
- Information Technologist for Smart Factory - Overall Equipment Efficiency
- Malaysian Swiss Smart Factory Technical Overview: Enabling Technology for Industry
- Microsoft Project
- MOST Work Measurement for Lean Solutions
- MSF Technical Overview
- PC-DMIS CAD
- PC-DMIS Advance Training
- PC-DMIS CAD++
- PC-DMIS PRO
- PLC Essentials for Smart Factory - Fundamental
- PLC Essentials for Smart Factory (Intermediate & Advanced)
- Project Management
- Towards Supervisory Excellence
- Plastics Mould Design Program
- Basic Heat Treatment

### MIMS Technology

- IPC 610 Acceptability of Electronic Assemblies Certified IPC Application Specialist (CIS) Course
- IPC Advanced Certified Interconnect Designer, CID+
- PCB Designer Certification, IPC Certified Interconnect Designer

### ST - Solar PV Technology

- Photovoltaic (PV) System Quality and Test
- SEDA Malaysia Grid-Connected Photovoltaic System Design Course
- Solar PV Systems Essential
- Solar PV Systems Performance and Quality Test

### ES - Essential Skills

- Certified Learning Facilitator Program
- Certified Learning Manager Program
- Certified Learning Technologist Program
- Change Essentials
- Communication and Interpersonal Skills
- Creating Excellent Performance Through Effective Team
- Creative & Analytical Skills
- Creative Thinking
- Edward de Bono's Six Thinking Hats
- Essential Skills for Technical Professional
- Excellence Performance Through Effective Team
- Finance for Non Finance
- Staff Grooming & Etiquette
- High Impact Presentation Skills
- High Performing Sales
- Leadership Team Programme
- Influencing Skills
- Leading Positive Performance™
- Learning Technologist Certification
- MFRS Technical Updates
- Leadership Communication Programme
- Empowered Coaching Programme
- Organizational Adaptability
- Positive Work Attitude
- Positive Workplace Engagement
- Power in Interview Skills
- Self- Development Skills
- Semiconductor Equipment Communication Standard(SECS/GEM)
- Supervisory Skills
- Team Leaders Development Program
- Technical English in Aviation
- Think On Your Feet® Programme
- Train The Trainer
- Training Needs Analysis (TNA)
- TTT Certificate of Vocational Education (CVET)
- Value Driven Professional

### Talent Development Programs

- FWLS - Solar PV Installer
- FWS - Automated Product Design-Footwear
- FWS - EC PLC Systems
- IHIT - Malaysian Smart Factory 4.0
- INSEP - Meister In Mechatronic
- SMART - Aviation Maintenance Repair and Overhaul Mechanic
- SMART - Aviation Maintenance Repair and Overhaul Fast Track Technician
- SMART - Big Data Analytics
- SMART - Enterprise IT
- SMART - Industrial Automation Engineering
- YES - Aviation Maintenance Repair and Overhaul Mechanic
- GE - Pre-Apprenticeship Programme
- YDSG - Big Data Analytics
- YDSL - Engineering Technology

# ACHIEVEMENTS

## Credentials



### ISO 9001:2015 CERTIFICATION

In recognition of SHRDC's management system quality and our commitment to excellence in training provision, SHRDC was awarded the ISO 9001:2015 Quality Management System (QMS) Standards certification by Lloyd's Register Quality Assurance. SHRDC receives QMS certification for our capabilities in the design, development and provision of training services for skills and competency enhancement.



### TRAINING PROVIDER OF THE YEAR

SHRDC won the Human Resources Minister "Training Provider of the Year" Award in 2002 and 2009 respectively in recognition of our achievements and position at the forefront of the training industry in Malaysia



### REGIONAL IPC ATC (AUTHORIZED TRAINING CENTRE)

SHRDC was appointed the regional IPC ATC (Authorized Training Centre) since its introduction of PCB Designer in October 2007. SHRDC's trainers have successfully fulfilled CID certification in March 2007, followed by the IPC CID trainer criteria in Oct 2007. This ATC appointment is a significant milestone for SHRDC to bring internationally recognized certification to Malaysia and the rest of the South East Asia region.



### BOX HILL INSTITUTE OF TAFE

SHRDC through its partnership with Box Hill Institute of TAFE has the capability to certify industry demand driven competencies in accordance with the Australian Quality Training Framework (AQTF) for the vocational education and training sector.



### SUSTAINABLE ENERGY DEVELOPMENT AUTHORITY OF MALAYSIA (SEDA MALAYSIA)

SHRDC is one of SEDA authorized training centre for Design & Installation of Grid-Connected PV (GCPV) Systems Training and PV installer Programme.



### AACHEN CHAMBER OF SKILLS AND CRAFT

Aachen Chamber of Skills and Craft German is SHRDC's external verifier for the Malaysian Meister Mechatronic for Manufacturing programme. The chamber ensures that the Malaysian Meister is a high standard programme, in accordance to the German Meister standard.

# PARTNERS



## Industry Partners

- Malaysia Rubber Products Manufacturers Association
- SME Association Malaysia
- Expertise Resource Association
- Machinery and Equipment Productivity Nexus - Malaysia Productivity Corporation
- Klang Chinese Chamber of Commerce and Industry
- Malaysian Automotive Component Parts Manufacturers
- Malaysian Photovoltaic Industry Association
- Malaysian Footwear Manufacturers Association

# PARTNERS

## MSF 4.0 Partners



# HIGHLIGHTS

## MOU Signing Ceremonies



# HIGHLIGHTS

## Certificate Presentation Ceremonies



Malaysian MEISTER Programme



MRO Programme



FWLS, FWS and SMART Programme

# HIGHLIGHTS

## Communication Series



# HIGHLIGHTS



## Visits to MSF 4.0



# HIGHLIGHTS

## RECRUITMENT - Talent Development Programs



# HIGHLIGHTS

## RECRUITMENT - Talent Development Programs



# HIGHLIGHTS

## Staff Activities



# FACILITIES

SHDRC's training centre in Shah Alam is strategically located in the vicinity of Selangor's manufacturing and high tech hub, occupying 40,000 sq ft of space equipped with latest technology and infrastructure to accommodate modern and effective learning.

## Labs and Workshops

Industrial Automation Workshop  
Industrial Electronics Lab  
Solar Technology Lab  
LEAN Academy  
Machining Technology Workshop  
Design Labs  
Semiconductor Design Prototyping Training Centre  
Change Essentials Regional Centre  
Smart Factory Live Demonstrators



## Training Rooms

High End Computer Labs  
Design Computer Labs  
Multi-purpose Auditorium  
Modular Classrooms



# SUMMARY OF INFORMATION

<b>Company Name</b>	SELANGOR HUMAN RESOURCE DEVELOPMENT CENTRE (PUSAT PEMBANGUNAN TENAGA MANUSIA SELANGOR)
<b>Address</b>	No.1, Ground Floor, Block 2, Pusat Perniagaan Worldwide, Jalan Tinju 13/50, Seksyen 13 40000 Shah Alam, Selangor, MALAYSIA
<b>Tel</b>	03-5513 3560
<b>Fax</b>	03-5513 3490
<b>Website</b>	<a href="http://www.shrdc.org.my">www.shrdc.org.my</a>
<b>ROC/ROB/ROS No.</b>	5196/92(SEL)
<b>MOF Registration No.</b>	357-02069186
<b>MOF Certificate No.</b>	K60687759861959174 (29/06/2018 - 28/06/2021)
<b>Code No</b>	221110, 221506