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Professional qualifications

# Certificate in International Trade and Finance (CITF)

CITF will provide you with a detailed understanding of the core areas that underpin international trade, enhance your skillset and build your confidence.

CITF Preparatory Classes

- Level 1 (5 Classes) Training Programme No: 10001336463
- Level 2 (7 Classes) Training Programme No: 10001333035



## Preparatory Classes for CITF Examination

*Certificate in International Trade and Finances (CITF)*

**The Examination Now Available on Demand – You can choose your examination date !!!**

### About the qualification

CITF is aimed at all professionals who are looking to develop their knowledge of trade finance.

This certification will give you a detailed understanding of the products, documents, trade terms, roles and responsibilities that underpin trade finance and will also teach you how to apply this knowledge to real situations.

Ideal for all trade professionals and relationship managers, CITF will give you a comprehensive overview of all aspects of trade finance. It will help you demonstrate your expertise and increase your career potential.

#### Your studies will cover

- The international trade environment
- Parties involved in international trade and finance and their roles
- Documents used in international trade and the Incoterms 2020
- Contracts
- Trade-based financial crime compliance
- Methods of settlement

- Documentary collections
- Documentary credits
- Guarantees and standby letters of credit
- Principles of supply chain finance
- Other forms of finance
- Export credit insurance
- Foreign exchange risk management
- Digital disruption and innovation

#### Benefits to You?

1. Globally recognized qualification offered by LIBF, UK (The London Institute Banking and Finance)
2. CITF supported by BAFT (Bankers Association For Finance and Trade and Endorsed by ICC, UK.
3. Use the CITF designation after your name when you have completed the qualification.
4. A certification that improves your career promotion as it is a global qualification.
5. With CITF Preparatory Classes, you can acquire the qualification easily.

For more detail on CITF, please visit:

<https://www.libf.ac.uk/study/professional-qualifications/trade-finance/certificate-in-international-trade-and-finance>

Organized by  
Certified Training Provider



**We are ready to assist you to pass the CITF Examination.**

Please email your completed registration form to [wana@tradequest.com.my](mailto:wana@tradequest.com.my) or fax it to +607-4332888.

**Organizer : TRADE QUEST MANAGEMENT SDN BHD - Lines to Call: +6016-753 3763 or +6012-784 8988**

## Learning Objectives

Upon completion of the programme, participants will be able to:

- Understand the key principles and groups of international trade finance and the roles and responsibilities of the various parties involved.
- Understand and interpret the different methods of settlement and the rules that govern international trade.
- Understand and interpret the various methods of financing international trade.
- Understand and interpret the different documents used in international trade and their purposes.
- Understand the impact of digitisation on international trade and finance.
- **Be prepared for the CITF Examination which is available by demand.**

## Learning Contents

The current syllabus given by LIBF – London Institute of Banking and Finance covers:

### Level 1

- Chapter 01 - Introduction
- Chapter 02 - The International Trade environment
- Chapter 03 - Contracts
- Chapter 04 - Intermediaries and how they operate
- Chapter 05 - Documents used in International Trade and the INCOTERMS 2020 rules
- Chapter 06 - Methods of Settlement
- Chapter 07 - Documentary Collections
- Chapter 08 - Documentary Credits

### Level 2

- Recap of Chapter 1 to Chapter 8
- Chapter 09 - Short, Medium and Long term trade finance
- Chapter 10 - Islamic Trade Finance
- Chapter 11 - Guarantees and Standby Letter of Credit
- Chapter 12 - Export Credit Insurance
- Chapter 13 - Foreign Currency and the exchange risk
- Chapter 14 - Financial Crime
- Chapter 15 - Bank Payment Obligations (BPOs)

## Training Methodology

Simulating lecture, Discussion, Analytical Learning on various exercises, Assessment on each chapters, Mock Examinations, Q&A Sessions, FAQ

## Why take the Preparatory Classes from Trade Quest Management Sdn Bhd?

The online training provide the candidates the following benefits:

- Candidates will be given Self Study guideline with time lines.
- Candidate will be guided “what to cover” and “when to complete” each topic.
- Training materials will be given to the candidates especially on those areas need to focus.
- Candidates will be directed to focus on specific areas in order to maximise the passing rate.
- Each chapter assessment as per the CITF Booklet. **(Latest Syllabus as per LIBF).**
- **Additionally, we provide 24 Hours support via E-mails.**
- 5 Assignments.
- Chapter assessments covering every chapter as per the CITF syllabus.
- **2 Mock Examinations** to strengthen the candidate’s abilities.
- Short questions to test the understanding and applications.
- Assessor feedback from time to time on short questions.
- Sufficient exercises and practices to make the candidate possible to pass the papers.
- Assessor feedback on marked assignments and Mock Examinations.
- Analysis on candidates to the HOD on the progress made by the each candidate on bi-weekly basis (for employer - optional).
- Candidates are managed by senior & qualified trainers who are well verse with the CITF examination requirements.
- Well-structured classrooms during the weekends for working candidates.
- Be prepared for the CITF Examination.
- Acquire the certification upon passing the examination.

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## Expert Course Director



### Haji Muhammad Imran Raja

[AIBM (Sr), MBA Finance (MMU), CDCS, CSDG, CTFC, QTFS, MLIBF]  
mdimran@tradequest.com.my



*Certified Documentary Credit Specialist, **CDCS***  
*Certificate for Specialists in Demand Guarantee, **CSDG***  
*Certificate in Trade Finance Compliance, **CTFC***  
*Qualified Trade Finance Specialist, **QTFS***  
*Certified Trainer for HRDF (Human Resource Development Fund)*  
*Diploma in Banking and Finance offered by IBBM*  
*Diploma for Qualified Trade Finance Specialists (QTFS)*  
*MBA Finance by Multimedia University (MBA Finance)*  
*Advisor for Special Project on Certified in Document Checking Specialist, CiDCS*  
*Appointed member of Disciplinary Board for BAR Council Malaysia*  
*Associate Member of Association of Shariah Advisors in Islamic Finance Malaysia*  
*Founder for Special Project on Certified Trade Finance Specialist, CTFS*  
*Member of ICC Malaysia*  
*Member of ICC Malaysia - Banking Accreditation Committee*  
*Member of ICC Malaysia - Banking Technical Committee*  
*Member of Technical Advisory Briefing*  
*Member of the London Institute of Banking & Finance, MLIBF*  
*Panel Reviewer for Professional Banker Examination by AICB, Asian Institute of Chartered Bankers*  
*Panel Trainer for IBFIM, Islamic Banking & Finance Institute Malaysia*  
*Panel Trainer for Professional Banker Qualification for AICB, Asian Institute of Chartered Bankers*  
*Panel Trainer for training programmes for ABS, Asian Banking School Sdn Bhd*  
*Senior Associate of Institute Bankers of Malaysia, AIBM (Sr)*

He is a Certified Documentary Credit Specialist (CDCS), Certified Specialists in Demand Guarantee (CSDG), Certified Trade Finance Compliance (CTFC), Qualified Trade Finance Specialist (QTFS) and a Senior Associate of IBBM. He also holds a Master Degree in Business Administration specializing in Finance from the Multimedia University. In addition, Mr. Imran has been appointed as Member of the Investigating Tribunal Panel for Advocates & Solicitors Disciplinary Board (Bar Council Malaysia) since 2005.

Haji Imran has more than 28 years of experience in the banking and finance industry.

He is a current practitioner and has vast experience in conducting various in-house and public programmes on Letter of Credit, Maximise use of Trade Finance Facilities, Operational Issues on Bills of Lading, Demand Guarantees, How to an Effective Trade Managers, Risks in International Trade Finance, Structured and Warehouse Trade Financing, Certified Documentary Credit Specialist in International Trade Finance and many more. He had conducted numerous trade finance programmes for financial institutions, banks, MNCs and SMEs. He uses mind mapping, practical examples and accelerated learning methods in his training.

He has worked with various international banks since 1990 which includes Bank of New York, HSBC and SCB. He was appointed as Head of Training and Development for Scope International (M) Sdn Bhd in order to set-up the TTD (Technical Training & Development). As the Senior Manager he has managed Trade Businesses Operations covering Asia Pacific region, Oman, Qatar, UK and US. Based on his exposure and experience, he has developed the Certified Trade Finance Specialist for practioneers to acquire competencies, knowledge and securing a job in Trade Services related industry.

Additionally, Haji Imran is a panel trainer for Asian Banking School Sdn Bhd (previously known as Institute Bankers Malaysia since 2000) and panel reviewer and trainer for Professional Banker qualifications. He also acts as a Special Advisor for Fadilah & Hood, a local law firm, in the areas of International Trade Finance and Banking Operations.

Trade Quest Management Sdn Bhd (TradeQuest) awarded as **ALSP**

**- Accredited Learning Support Provider by LIBF, London Institute Banking and Finance, UK.**

**The London Institute  
of Banking & Finance**

**Accredited CDCS<sup>®</sup>  
Learning Support Provider**

**Accreditation statement:**  
This learning support is accredited by The London Institute of Banking & Finance as being appropriate additional resource for students undertaking its CDCS<sup>®</sup> qualifications.

**The London Institute  
of Banking & Finance**

**Qualified Trade  
Finance Specialist**



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## Programme Registration Form

### TERMS & CONDITIONS

For attendance less than 75%, TradeQuest will bill the bank/company directly for the full amount. For non-attendance programme under HRD Corp grant approval, we will charge an administrative fees and hotel charges amounting to RM500-00. The said amount will be billed to the bank directly.

### FEES

The programme is subject to 6% SST.

### CONFIRMATION

We will issue you an email to confirm receipt of your registration form followed by an invoice. An email notification with the programme details will be sent nearing the scheduled programme date.

### IDENTIFYING INFORMATION

Information collected in this form is used for registration purposes by Trade Quest Management Sdn Bhd for training.

**NO REFUND** will be made for non-attendance on the day. We welcome a substitute participant if you cannot attend.

### TRADE QUEST MANAGEMENT SDN BHD RIGHTS AND RESPONSIBILITIES

Trade Quest Management Sdn Bhd reserves the right to change, reschedule or cancel a programme if necessary. In such a case, we will make every effort to notify you and arrange for refund where applicable.



Please return your completed form by email to [wana@tradequest.com.my](mailto:wana@tradequest.com.my) or fax it to **+607-4332888**

### PROGRAMME DETAILS

Programme name: **CITF Preparatory Classes - Level 1 (5 Classes)**  
**CITF Preparatory Classes - Level 2 (7 Classes)**

Date: \_\_\_\_\_

Venue: \_\_\_\_\_

Please register the following participant(s). (If space is insufficient, attach a separate list)

No.	Name	Designation	H/P No.	Email
1.				
2.				
3.				
4.				
5.				

### PAYMENT

**By bank transfer**

Please ensure that you send a copy of the pay-in slip / remittance advice along with a copy of the completed Registration Form by fax to 07-4332888 or email to [wana@tradequest.com.my](mailto:wana@tradequest.com.my)

#### Bank Account details:

A/C Name : Trade Quest Management Sdn Bhd

Address : 178, Jalan Rugayah, 83000 Batu Pahat, Johor.

A/C No. : **888-101-380820-8**

SWIFT : ARBKMYKL

Bank : AmBank Islamic Berhad

**HRD CORP CLAIMABLE COURSE SCHEME BY PSMB.**

**CITF Preparatory Classes - Level 1 (Training Programme No: 10001336463)**

Note: Please be guided by HRD Corporation instructions on training grant applications.

**HRD CORP CLAIMABLE COURSE SCHEME BY PSMB.**

**CITF Preparatory Classes - Level 2 (Training Programme No: 10001333035)**

Note: Please be guided by HRD Corporation instructions on training grant applications.

Trade Quest Management Sdn Bhd undertakes to bear the registration, study materials and examination fees payable to LIBF for those who have completed 100% attendance in CITF Preparatory Classes Level 1 and Level 2.

Course fees : RM + 6% = RM

Note:

**CANCELLATION POLICY:** Cancellation must be in writing to Trade Quest Management Sdn Bhd. Registration may be transferred to another person at no extra charge.

**The refund policy is:** Within 2 days of event - no refund. Between 3-6 days - 50% refund. 7 days prior to event - full refund.

### Submitted by the authorized person:

Name : \_\_\_\_\_ Designation : \_\_\_\_\_

Company : \_\_\_\_\_

Address : \_\_\_\_\_

Tel No. : \_\_\_\_\_ E-mail : \_\_\_\_\_

We hereby agreed to the terms and conditions mentioned herein.

Authorize Signature(s) and Company Rubber Stamp

Please email your completed registration form to [wana@tradequest.com.my](mailto:wana@tradequest.com.my) or fax it to **+607-4332888**.

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