

The Essentials of Procurement Management Skills

Kuala Lumpur (Malaysia)

26 - 30 May 2025

UK Training

PARTNER

The Essentials of Procurement Management Skills

Code: SC28 From: 26 - 30 May 2025 City: Kuala Lumpur (Malaysia) Fees: 4200 Pound

Introduction:

This course is aimed at improving the skills of the Procurement Professional and Senior Buyers in organizations. Advanced negotiation and procurement techniques, business continuity, and contingency planning for procurement are discussed and practiced in simulations. The course examines the strategic importance of procurement departments by using concepts and ideas to maximize the procurement department's effectiveness and thereby reducing costs throughout the supply chain.

Course Objectives

- Review critical supply strategies.
- Be provided with the concepts of activity-based costing.
- Discuss current forces of change.
- Learn how to create rapport, build trust, and establish credibility in a workgroup.
- Understand that communication is vital to successful, productive workgroups.
- Learn the skills required for good supplier relationships.
- Study business continuity and contingency planning for procurement.
- Be taught a category segmentation process.
- Learn how to plan for successful negotiations.
- Study different approaches in negotiations.
- Examine standards of ethics.
- Learn how to rate a supplier.
- Evaluate the strengths and weaknesses of suppliers.

Course Outlines

Day 1: Performance Purchasing

- Introduction to Purchasing and its contribution to the organization.
- The Supply Chain and its influence.
- Influence of the External Environment.
- Purchasing Organisations.
- The Procurement Cycle.
- Purchasing Systems.
- Critical Supply Strategies.
- Category Segmentation Process.

Day 2: The Supplier Relationship

- Transforming the Supplier Relationship.

A graphic of a chessboard with a king piece in the foreground. The king piece is gold and stands on a white square. The board is black and white, with concentric circles in the background.

UK Training
PARTNER

- Specifications.
- Working with End-users.
- Supplier Evaluation Criteria.
- Appropriate Supplier Methodologies.
- Total Cost Approach.
- Defining the Organization's Mission In Building Supplier Relationship.
- How to be A Good Customer.
- Communication, Trust, and Credibility as Key Elements.
- Shrinking the Supplier Base.

Day 3: Advanced Negotiation Skills

- Avoiding Confrontational Negotiating.
- Developing Active Listening Skills.
- Negotiating with an Angry Person.
- Dealing with Back Door Selling.
- Power Closes that are used on the Buyer.
- Understanding the other Negotiator's Power.
- Negotiating Pressure Points.
- Negotiating with Untrustworthy Counterpart.
- Negotiation Tactics and Countermeasures.

Day 4: Leadership Skills for Procurement Personnel

- Communication techniques of verbal, non-verbal, and written.
- Methods of communication lead to more productive work and minimize stress.
- Communication and interaction openness develops trust.
- Identification of interpersonal interaction methods.
- Recognizing responses to and perceptions of change.
- Analyzing and preparing for the human reaction to change.

Day 5: Advancing Procurement Contribution

- Attract And Retain Supply Management Talent.
- Supplier Measurement.
- Vendor Rating.
- Steps In Developing Performance-Based Contracts.
- Action Planning.
- Business Continuity and Contingency Planning for Procurement.
- What Is Activity-Based Costing?
- Price Cost and Value.
- Ways that Advanced Procurement can Improve Organisation's Finances.

A graphic of a chessboard with several chess pieces (a king, a queen, a rook, and a knight) positioned on it. The board is white and black, and the pieces are gold and silver. The text 'UK Training' is written in a small, black, sans-serif font above the word 'PARTNER', which is in a large, bold, black, sans-serif font.

UK Training
PARTNER

Blackbird Training Cities

Europe



Malaga (Spain)



Sarajevo (Bosnia and Herzegovina)



Oporto (Portugal)



Glasgow (Scotland)



Edinburgh (UK)



Oslo (Norway)



Annecy (France)



Bordeaux (France)



Copenhagen (Denmark)



Birmingham (UK)



Lyon (France)



Moscow (Russia)



Stockholm (Sweden)
(Netherlands)



Podgorica (Montenegro)



Batumi (Georgia)



London (UK)



Istanbul (Turkey)



Amsterdam



Düsseldorf (Germany)



Paris (France)



Barcelona (Spain)



Munich (Germany)



Geneva (Switzerland)



Prague (Czech)



Vienna (Austria)



Rome (Italy)



Brussels (Belgium)



Madrid (Spain)



Berlin (Germany)



Lisbon (Portugal)



Zurich (Switzerland)



Manchester (UK)



Milan (Italy)



Blackbird Training Cities

USA & Canada



Los Angeles (USA)



Orlando, Florida (USA)



Online



Phoenix, Arizona (USA)



Houston, Texas (USA)



Boston, MA (USA)



Washington (USA)



Miami, Florida (USA)



New York City (USA)



Seattle, Washington (USA)



Washington DC (USA)



In House



Jersey, New Jersey (USA)



Toronto (Canada)

Africa



Baku (Azerbaijan)
(Thailand)



Maldives (Maldives)



Doha (Qatar)



Manila (Philippines)



Bali (Indonesia)



Bangkok



Beijing (China)



Singapore (Singapore)



Sydney (Australia)



Tokyo (Japan)



Jeddah (KSA)



Riyadh (KSA)



Dubai (UAE)



Kuala Lumpur (Malaysia)



Kuwait City (Kuwait)



Pulau Ujong (Singapore)



Jakarta (Indonesia)



Amman (Jordan)



Beirut (Lebanon)

UK Training
PARTNER

Blackbird Training Cities

Asia



Kigali (Rwanda)



Cape Town (South Africa)



Accra (Ghana)



Lagos (Nigeria)



Marrakesh (Morocco)



Nairobi (Kenya)



Zanzibar (Tanzania)



Tangier (Morocco)



Cairo (Egypt)



Sharm El-Sheikh (Egypt)



Casablanca (Morocco)



Tunis (Tunisia)



Blackbird Training Clients



UK Training
PARTNER

Blackbird Training Categories

Management & Admin

Professional Skills
Finance, Accounting, Budgeting
Media & Public Relations
Project Management
Human Resources
Audit & Quality Assurance
Marketing, Sales, Customer Service
Secretary & Admin
Supply Chain & Logistics
Management & Leadership
Agile and Elevation

Technical Courses

Hospital Management
Public Sector
Special Workshops
Oil & Gas Engineering
Telecom Engineering
IT & IT Engineering
Health & Safety
Law and Contract Management
Customs & Safety
Aviation
C-Suite Training



 International House 185 Tower Bridge
Road London SE1 2UF United Kingdom

 +44 7401 1773 35
+44 7480 775526

 Sales@blackbird-training.com

 www.blackbird-training.com

UK Training
PARTNER

