

The Essentials of Procurement Management Skills

Kuala Lumpur (Malaysia)

28 April - 2 May 2025

UK Training

PARTNER



The Essentials of Procurement Management Skills

Code: SC28 From: 28 April - 2 May 2025 City: Kuala Lumpur (Malaysia) Fees: 3900 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 of The Essentials of Procurement Management Skills

- Review critical supply strategies
- Be provided 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 in successful negotiations
- Study different approaches in negotiations
- Examine standards of ethics
- Learn how to rate a supplier
- Evaluate the strengths and weaknesses of suppliers

The Essentials of Procurement Management Skills 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

A graphic of a chessboard with several chess pieces (a king, a pawn, and a knight) on it, set against a background of concentric circles. The text 'UK Training PARTNER' is overlaid on the right side of the board.

UK Training
PARTNER

Day 2

The Supplier Relationship:

- Transforming the Supplier Relationship
- 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 response 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

UK Training

PARTNER



- What Is Activity-Based Costing?
- Price Cost and Value
- Ways that Advanced Procurement can Improve Organisation's Finances

UK Training
PARTNER



Blackbird Training Cities

Europe



Zurich (Switzerland)



Stockholm (Sweden)



Lyon (France)



Copenhagen (Denmark)



Bordeaux (France)



Annecy (France)



Oslo (Norway)



Edinburgh (UK)



Glasgow (Scotland)



Malaga (Spain)



London (UK)



Istanbul (Turkey)



Amsterdam (Netherlands)
(Switzerland)



Düsseldorf (Germany)



Paris (France)



Barcelona (Spain)



Munich (Germany)



Geneva



Prague (Czech)



Vienna (Austria)



Rome (Italy)



Brussels (Belgium)



Madrid (Spain)



Berlin (Germany)



Lisbon (Portugal)



Manchester (UK)



Milan (Italy)

USA & Canada



Los Angeles (USA)



Florida (USA)



Online



Boston (USA)



Washington (USA)



Miami(USA)



New York (USA)



Toronto (Canada)



Blackbird Training Cities

Asia



Baku (Azerbaijan)



Maldives (Maldives)



Manila (Philippines)



Bali (Indonesia)



Bangkok (Thailand)



Beijing (China)



Moscow (Russia)
(Malaysia)



Singapore (Singapore)



Sydney (Australia)



Tokyo (Japan)



Dubai (UAE)



Kuala Lumpur



Jakarta (Indonesia)

Africa



Kigali (Rwanda)



Cape Town (South Africa)



Accra (Ghana)



Lagos (Nigeria)



Marrakesh (Marocco)



Nairobi (Kenya)



Cairo (Egypt)



Sharm El-Sheikh (Egypt)



Casablanca (Morocco)



Tunis (Tunisia)

UK Training
PARTNER

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 Refinement

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

 training@blackbird-training.com

 www.blackbird-training.com

UK Training
PARTNER

