



*Training Course:
Advanced Procurement Skills*

*12 - 16 July 2027
Geneva (Switzerland)*

Training Course: Advanced Procurement Skills

Training Course code: PC4027 From: 12 - 16 July 2027 Venue: Geneva (Switzerland) - Training Course Fees: 6050 € Euro

Introduction

This program is designed to enhance the capabilities of Procurement Professionals and Senior Buyers. It focuses on advanced procurement and negotiation techniques, business continuity, and contingency planning. Participants will gain practical tools to improve procurement department effectiveness, reduce supply chain costs, and implement world-class procurement practices.

The course also develops leadership, communication, and team management skills necessary to drive organizational efficiency and supplier performance. Delegates leave with actionable plans for measurable cost savings and improved supplier relationships.

Objectives

Participants will learn to:

- Review and implement critical supply strategies
- Apply activity-based costing ABC to procurement decisions
- Understand and manage forces of change in supply chains
- Build rapport, trust, and credibility in workgroups
- Develop skills for strong supplier relationships
- Plan and execute successful negotiations
- Apply category segmentation processes
- Rate and evaluate supplier strengths and weaknesses
- Integrate business continuity and contingency planning into procurement processes

Target Audience

This course is suitable for:

- Senior Buyers and Procurement Managers
- Supply Chain Professionals
- Contract and Tendering Officers
- Category Managers
- Operational managers involved in supplier evaluation and selection
- Professionals preparing for leadership roles in procurement and supply chain management

Course Outlines

Day 1 - Performance Purchasing

- Introduction to Procurement and its organizational contribution
- Supply chain influence and external environment
- Procurement structures and systems
- Critical supply strategies
- Category segmentation process

Day 2 - Supplier Relationship Management

- Transforming supplier relationships
- Developing specifications and working with end-users
- Supplier evaluation criteria and methodologies
- Total cost approach to procurement
- Communication, trust, and credibility
- Shrinking the supplier base

Day 3 - Advanced Negotiation Skills

- Avoiding confrontational negotiations
- Active listening and negotiation with difficult counterparts
- Power closes, negotiation pressure points
- Handling untrustworthy suppliers
- Negotiation tactics and countermeasures

Day 4 - Leadership Skills for Procurement Personnel

- Verbal, non-verbal, and written communication techniques
- Interpersonal interaction and trust-building
- Managing change and human reactions to change
- Enhancing productivity and reducing workplace stress

Day 5 - Advancing Procurement Contribution

- Attracting and retaining supply management talent
- Supplier measurement and vendor rating
- Developing performance-based contracts
- Business continuity and contingency planning
- Activity-based costing ABC in procurement
- Price, cost, and value management
- Review, evaluation, and action planning

Registration form on the Training Course: Advanced Procurement Skills

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Complete & Mail or fax to Global Horizon Training Center (GHTC) at the address given below

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Full Name (Mr / Ms / Dr / Eng):
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Person Responsible for Training and Development

Full Name (Mr / Ms / Dr / Eng):
Position:
Telephone / Mobile:
Personal E-Mail:
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Payment Method

- ☐ Please find enclosed a cheque made payable to Global Horizon
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