



*Conference:
Advanced Financial and Administrative
Management for General Managers*

*30 May - 3 June 2027
Cairo (Egypt)*

Conference: Advanced Financial and Administrative Management for General Managers

Conference code: CO235686 From: 30 May - 3 June 2027 Venue: Cairo (Egypt) - Conference Fees: 4100 € Euro

Introduction

In today's rapidly evolving business environment, effective financial and administrative management plays a vital role in achieving operational excellence and organizational sustainability. This conference is designed to equip participants with advanced knowledge and practical approaches in financial planning, budgeting, compliance, cost control, and administrative operations management. Through interactive sessions and real-world case studies, participants will gain valuable insights to improve efficiency, optimize resources, and enhance overall organizational performance.

Target Audience

- General Managers of Financial and Administrative Affairs
- Financial Managers and Controllers
- Administrative Managers and Supervisors
- Budgeting and Cost Control Professionals
- Finance and Accounting Professionals
- Compliance and Internal Control Personnel
- Operations and Support Services Managers
- Professionals involved in financial and administrative decision-making

Objectives

- Master advanced financial planning and analysis techniques.
- Develop robust strategies for effective administrative management.
- Gain insights into compliance, budgeting, and cost control.
- Understand operational efficiency and resource allocation.
- Explore financial risk management strategies.

Conference Outlines

Day 1:

Advanced Financial Planning and Budgeting

- Strategic financial planning in dynamic business environments
- Budget preparation and forecasting techniques
- Financial performance analysis and reporting
- Regulatory compliance and financial governance

Day 2:

Administrative Operations and Resource Management

- Streamlining administrative processes for operational efficiency
- Resource allocation and utilization strategies
- Administrative performance measurement
- Improving workflow and internal coordination

Day 3:

Cost Control and Financial Efficiency

- Advanced cost control techniques
- Cost optimization and reduction strategies
- Monitoring operational expenses and financial performance
- Case studies in financial efficiency and sustainability

Day 4:

Risk Management and Compliance

- Financial and operational risk management
- Internal controls and compliance frameworks
- Fraud prevention and detection mechanisms
- Managing regulatory and organizational risks

Day 5:

Integrated Financial and Administrative Excellence

- Aligning financial and administrative functions for organizational success
- Utilizing financial data for effective decision-making
- Developing action plans for continuous improvement
- Practical case studies and interactive discussions
- Final review and recommendations for sustainable performance improvement

Registration form on the Conference: Advanced Financial and Administrative Management for General Managers

Conference code: CO235686 From: 30 May - 3 June 2027 Venue: Cairo (Egypt) - Conference Fees: 4100 €
Euro

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

Delegate Information

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

Company Information

Company Name:
Address:
City / Country:

Person Responsible for Training and Development

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

Payment Method

- ☐ Please find enclosed a cheque made payable to Global Horizon
- ☐ Please invoice me
- ☐ Please invoice my company

Easy Ways To Register

Telephone:
+201095004484 to
provisionally reserve your
place.

Fax your completed
registration
form to: +20233379764

E-mail to us :
info@gh4t.com
or training@gh4t.com

Complete & return the
booking form with cheque
to: Global Horizon
3 Oudai street, Aldouki,
Giza, Giza Governorate,
Egypt.