

Scandinavian Academy
Training Center

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Riyadh - Al Khaleej District - Sheikh Abdul Aziz Bin Abdul Rahman Bin Bishr Street - 13223 - Office No. 5 | P.O.BOX : 13224

Course: Purchasing Management Masterclass

Code	City	hotel	Start	End	price	Language - Hours
PI-352SA	Riyadh	Hotel Meeting Room	2027-04-11	2027-04-15	9950 SR	En - 25

INTRODUCTION

Purchasing is essential to the success of modern organizations and successful organizations need highly trained and Effective Managers. Buying teams need to be effectively managed in order to balance the requirement for high quality materials and services with the lowest prices and low administrative costs, and work with other departments and functions.

This programme will provide practical examples of:

- Developing the right organizational strategies for your team
- Roles and responsibilities of Buyers
- Negotiating with suppliers
- Cross functional purchasing approaches
- Measuring and Improving Purchasing Performance

PROGRAMME OBJECTIVES

- The essential requirements for Purchasing Management
- Team structures and roles
- The benefits of improved purchasing
- Implementing changes within the team and with other departments
- Strategies and tactics for improved buying
- The uses of tendering, negotiation and other approaches
- Measuring and Improving Purchasing Performance
- Using Key Performance Measures

TRAINING METHODOLOGY

Participants will learn by active participation during the programme through the use of exercises, questionnaires, syndicate and group discussion, training videos and discussions on "real life" issues in their organisations.

PROGRAMME SUMMARY

The programme covers all the essential skills needed by Purchasing Managers to be effective in obtaining value for money for their organisations. The programme will concentrate on how to structure Buying activities in the way that ensures the best results for the whole organisation by focusing on the most important purchases and prioritising activities. The benefits of improved Purchasing are presented along with methods for communicating them with other stakeholders in the organisation.

All participants will return to their organisations with a developed Action Plan to implement their learning from the programme into their daily routine at work.

PROGRAMME OUTLINE

DAY 1 - Effective Purchasing in Modern Organisations

- What is the role of Purchasing?
- What do other functions want from Purchasing?
- Essentials for Effective Purchasing
- Concepts and approaches in Purchasing Management
- Team Roles and responsibilities
- What do you want to achieve?

DAY 2 - Tools for Effective Purchasing

- Spend mapping

- Supply Positioning
- Supplier Intelligence
- Supplier Selection
- Role of Distributors and Agents

DAY 3 - Financial and non-financial Purchasing Measures

- Pricing Mechanisms
- Value Analysis
- Cost analysis
- Total Cost of Ownership
- Capital Equipment Life Cycle Costing
- Early Involvement of other functions

DAY 4 - Use of appropriate sourcing techniques

- Use of Tendering, negotiation, direct sourcing and e-commerce
- Tendering, RFIs, RFQs
- Negotiation preparation, strategy and tactics
- Negotiation with other cultures
- E-procurement

DAY 5 - Implementing Purchasing Improvements

- Using Key Performance Measures to monitor and deliver improvements
- Metric hierarchies
- Implementing Change
- Planning Communications
- Planning for Actio

The Scandinavian Academy for Training Center adopts the latest scientific and professional methodologies in training and human resource development, aiming to enhance the efficiency of individuals and organizations. Training programs are delivered through a comprehensive approach that includes:

- Theoretical lectures supported by PowerPoint presentations and visual materials (videos and short films).
- Scientific evaluation of participants before and after the program to measure progress and knowledge acquisition.
- Brainstorming sessions and practical role-playing to simulate real-life scenarios.
- Case studies tailored to align with the training content and participants work nature.
- Assessment tests conducted at the end of the program to evaluate the achievement of training objectives.

Each participant receives the training material (both theoretical and practical) in printed form and saved on a CD or flash drive. Detailed reports, including attendance records, final results, and overall program evaluations, are also provided.

Training materials are prepared professionally by a team of experts and specialists in various fields. At the end of the program, participants are awarded a professional attendance certificate, signed and accredited by the Scandinavian Academy for Training Center.

Program Timings: 9:00 AM to 2:00 PM

The program includes:

- A daily buffet provided during the sessions to ensure participants comfort.
- A closing ceremony on the final day to distribute certificates and celebrate participants achievements.
- **Note: All prices are exclusive of 15% Value Added Tax (VAT).**

Our Success Partners

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