



First Select

The Successful Buyer and Procurement Management

Date	Venues	(\$)Fees	Book your seat
14 Dec -18 Dec 2025	Kuala Lumpur	3300	Register Now

Objectives:

After attending the course, Participants will be able to:

- Understand the key role of Purchasing Management as a strategic management tool
- Construct Policies & Procedures for an effective Purchasing Department
- Understand the role of Team Leader/Team Building in the Purchasing function
- Introduce new approaches to Supplier performance & evaluation
- Know E-Commerce, e-business, e-procurement – options & opportunities for the Purchasing function
- Know the techniques for reducing, eliminating & avoiding costs
- Know how to measure purchasing performance & implement a Change strategy into the purchasing function

Who should attend?

Valuable to new Purchasing & Supply Management professionals: and those who interface with those in the Supply Chain Function - Suppliers, (externally), Inventory Control, Production, Transportation, & Distribution (Internally).

Course Outline:

Purchasing As a Strategic Management Tool:

- What is Purchasing Management?
- Purchasing Contribution to the Organisation
- The Strategic Importance of Purchasing
- Purchasing & the Supply Chain

Policies & Procedures for Effective Purchasing:

- Policy Development
- Policy Implement
- Policy Review
- The Procedures Manual

The Critical Success Factors for the Purchasing Function:

- Essential Principles
- E-Commerce & Purchasing
- Factors influencing the Success of Purchasing Management
- Strategic Management & Planning

Leadership & Team Building in Purchasing:

- Purchasing Teams
- Building a better Team

- The Team Leader
- Critical Skills for effective Teams

Proactive approaches in Purchasing:

- A Purchasing Brochure
- Client focus
- Professionalism & Quality
- Consultancy Approach
- Partnerships
- Stock Reduction & JIT
- New Technologies
- Training & Development

Measuring Purchasing Performance:


- Evaluation of Purchasing
- Techniques of Measurement
- Continuous Improvement Concept

The Programme for Change:

- Re-engineering Purchasing
- Vision & Mission
- Organisational change
- Processes for Implementation Change
- The Action Plan as the way forward

WORKSHOP STYLE:

This will be a participative workshop with a mix of interactive learning sessions, exercises and discussions aimed to provide maximum impact and learning retention for all delegates.

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