MAGNA SKILLS DEVELOPMENT INSTITUTE

Capacity Building • Professional Training • Organisational Development

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Course Profile Document

Project Management

Advanced Procurement and Stores Management

Prepared as a professional course profile for delegate review, sponsorship approval and organisational training planning.

COURSE CODE	DELIVERY	DURATION	PREPARED FOR
MSD2558	**Online / Face-to-Face**	**Flexible**	**Organisation Approval**

Register for this Course

View Online Course Page

Course Overview

Magna Skills is proud to offer the Advanced Procurement and Stores Management course, designed for procurement professionals and supply chain managers seeking to enhance their expertise in strategic procurement and efficient inventory management. This course delves into advanced procurement strategies, contract management, and best practices in stores management to optimize operational efficiency and drive organizational success.

Course Outcomes

Upon completion of the course, participants will:

1. **Master Advanced Procurement Strategies:**
   - Gain an in-depth understanding of advanced procurement strategies and techniques.
   - Learn how to develop and implement strategic sourcing initiatives to optimize procurement processes.
2.

Enhance Contract Management Skills:

- Develop advanced contract management skills to negotiate and manage complex procurement contracts effectively.
- Understand the legal and regulatory aspects of contract management in procurement.

3. **Optimize Inventory and Stores Management:**
   - Learn best practices in inventory management, including inventory optimization, demand forecasting, and stock control.
   - Develop strategies to streamline stores management processes and improve inventory accuracy.
4. **Implement Supplier Relationship Management:**
   - Explore advanced supplier relationship management techniques to build strategic partnerships with suppliers.
   - Develop strategies for supplier performance evaluation and continuous improvement.
5. **Utilize Technology for Procurement Efficiency:**
   - Understand the role of technology in driving procurement efficiency and process automation.
   - Explore the latest procurement software and tools for optimizing procurement operations.

Course Outline / Curriculum

Module 1: Advanced Procurement Strategies

- Strategic sourcing and category management
- Supplier segmentation and management strategies

Module 2: Contract Management in Procurement

- Advanced contract negotiation techniques
- Legal and regulatory aspects of contract management

Module 3: Inventory Optimization

- Inventory management best practices
- Demand forecasting and inventory planning techniques

Module 4: Stock Control and Warehousing

- Principles of stock control and inventory tracking
- Warehousing best practices for efficient storage and retrieval

Module 5: Supplier Relationship Management (SRM)

- Strategies for building strategic supplier relationships
- Supplier performance evaluation and continuous improvement

Module 6: Procurement Ethics and Compliance

- Ethical considerations in procurement
- Ensuring compliance with procurement regulations and standards

Module 7: Procurement Technology and Automation

- Role of technology in driving procurement efficiency
- Implementing procurement software and tools for process automation

Module 8: Risk Management in Procurement

- Identifying and mitigating procurement risks
- Developing risk management strategies for procurement operations

Module 9: Sustainable Procurement Practices

- Sustainable procurement principles and practices
- Integrating sustainability into procurement strategies

Module 10: Case Studies and Best Practices - Analysis of real-world case studies in advanced procurement and stores management - Best practices and lessons learned from successful procurement operations

This course is suitable for procurement professionals, supply chain managers, purchasing managers, and inventory control specialists looking to enhance their skills and knowledge in advanced procurement and stores management.

Through a blend of theoretical insights, practical case studies, and interactive discussions, participants will gain the expertise needed to drive procurement excellence and optimize inventory management processes within their organizations.

Target Audience

Procurement Officers;Purchasing and Procurement Professionals;Project Managers and Team Members;Financial Managers;Accountants;Budget Officers;Financial Planners;Cost and management accountant;Financial planners and cost analysts;Senior managers who supervise people with financial responsibilities;Financial and budget controllers;Value Engineers;Value Analysts;Directors;Business Owners;Auditors;Contract Managers;Contract and Subcontract Administrators;Purchasing Professionals;Sales Professional;Supply Management Professionals;Engineering, Operational, Project, and Maintenance Personnel;Supervisors;Those who want to gain understanding about procurement and contractmanagement

Key Course Benefits

Work-Ready Skills

Delegates leave with practical tools, templates and methods they can apply immediately at work.

Better Institutional Results

The programme supports stronger planning, reporting, compliance, accountability and service delivery.

Sponsor-Friendly

This document is designed to help supervisors, HR units and sponsors approve delegate participation quickly.

Professional Recognition

Delegates receive training documentation and a certificate of completion after successful participation.

Our Training Centres & Delivery Options

Magna Skills offers flexible delivery through face-to-face training centres across Africa and beyond, plus Online / E-Learning for delegates who prefer remote participation.

Southern Africa

Practical training destinations with strong travel access and delegate support.

- Pretoria, South Africa
- Vic Falls, Zimbabwe
- Livingstone, Zambia

East Africa

Popular regional centres for government, NGO and donor-funded project teams.

- Kigali, Rwanda
- Kampala, Uganda
- Nairobi,
- Zanzibar, Tanzania

West Africa & Islands

Strategic locations for regional networking and executive capacity building.

- Accra, Ghana
- Port Louis, Mauritius

International Executive Venue

Premium destination training for senior teams and international delegates.

- Dubai, United Arab Emirates

Online / E-Learning

Attend from anywhere through live online, blended or self-paced learning options.

- Online, E-Learning
- Remote Teams
- Flex

Organisation-Based Training

Magna Skills can also arrange dedicated in-house training for ministries, NGOs and companies.

- Onsite
- Custom Dates
- Group Training

Ready to Nominate Delegates?

Use the links below to register, review the live course page or contact Magna Skills for organisation-based training support.

Register / Apply Online | **View Full Course Page**

About Magna Skills

Magna Skills Development Institute provides practical capacity building programmes for government departments, NGOs, public institutions, donor-funded projects and private sector professionals across Africa. Our training approach combines expert facilitation, real workplace case studies, practical tools, post-training support and professional documentation that helps organisations strengthen staff performance and service delivery.

Government Training | NGO Capacity Building | Corporate Workshops | Online Learning | Face-to-Face Training | Certifica

Approval & Authorisation Form

This section may be completed by the organisation, department, HR office, finance office or sponsor approving delegate participation. It can be attached to an internal memo, procurement request or training approval submission.

Organisation / Department	
Delegate Name(s)	
Approved Course	Advanced Procurement and Stores Management
Preferred Delivery Mode	☐ Online ☐ Face-to-Face ☐ Organisation-Based Training
Preferred Training Venue / Date	
Estimated Number of Delegates	
Budget / Vote Number	
Contact Person	
Email / Mobile	

Authorised Name _____ Signature / Stamp _____ Date _____