



## **External Training Course**

### **Mini MBA for Procurement Professionals: Strategic Procurement Mastery**

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**From 26 Jan. To 30 Jan. 2026**

**From 09 Feb. To 13 Feb. 2026**  
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**Novotel Sharjah Expo Centre Hotel  
Sharjah, UAE**

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## **External Training Course:**

### **Mini MBA for Procurement Professionals: Strategic Procurement Mastery**

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**Fees: 1750 KD**

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#### **Course Overview:**

The Mini MBA for Procurement Professionals: Strategic Procurement Mastery is an intensive 5-day training program designed specifically for procurement staff and professionals who seek to enhance their functional capabilities in procurement, sourcing, and supplier management. This program focuses on practical skills and applied knowledge that can be implemented immediately within the participant's daily procurement responsibilities. It equips participants with the tools and techniques necessary to:

- Understand and apply procurement processes aligned with organizational goals.
- Make informed, cost-effective decisions using Total Cost of Ownership (TCO) and other financial measures.
- Support strategic sourcing initiatives and supplier performance monitoring.
- Manage operational procurement risks and ensure compliance with organizational policies.
- Improve collaboration and communication with suppliers and internal stakeholders.

Through a combination of interactive lectures, case studies, group exercises, and real-life simulations, participants will gain a strong functional foundation in procurement while developing analytical, problem-solving, and operational management skills relevant to their role. By the end of this program, participants will be able to contribute effectively to procurement operations, support organizational strategies, and optimize supplier performance at the functional level.

#### **Course Objectives:**

**By the end of this Mini MBA for Procurement Professionals: Strategic Procurement Mastery, participants will be able to:**

- Understand the role of procurement in supporting organizational goals and operational effectiveness.
- Apply practical procurement tools and techniques to make informed decisions.
- Analyze procurement-related problems and implement actionable solutions at the functional level.
- Evaluate costs using Total Cost of Ownership (TCO) and basic financial metrics.
- Support the development and monitoring of Service Level Agreements (SLAs).
- Enhance supplier performance and contribution through operational best practices.
- Identify opportunities for process improvement and efficiency within procurement tasks.

## **Target Audience:**

This program is designed for procurement professionals and staff-level participants who are involved in day-to-day procurement, sourcing, and supplier management activities. It is ideal for individuals who wish to strengthen their functional expertise, improve operational efficiency, and support strategic procurement initiatives within their organization. Specifically, the program is suitable for:

- Procurement officers and specialists.
- Sourcing and purchasing staff.
- Contract and commercial support staff.
- Category and supply chain coordinators.
- Professionals seeking to enhance practical procurement skills at the functional level.
- Individuals responsible for supplier engagement, performance monitoring, and operational procurement tasks.

## **Training Methodology:**

The Mini MBA for Procurement Professionals: Strategic Procurement Mastery is delivered using an interactive and practical approach designed for functional-level procurement staff. Participants will actively engage in learning through a combination of methods that ensure immediate applicability to their daily roles. Key methods include:

- Interactive Lectures – Presenting core procurement concepts and practical frameworks.
- Case Studies – Analyzing real-life procurement scenarios to apply knowledge and solve problems.
- Group Discussions – Collaborative exercises to share experiences, challenges, and best practices.
- Hands-on Exercises – Practical activities and simulations for functional procurement tasks.
- Role-Playing Scenarios – Practicing supplier interactions, negotiation, and communication.
- Tools and Techniques Application – Using templates, checklists, and analytical tools to improve operational efficiency.
- Problem-Solving Sessions – Structured exercises to enhance decision-making and critical thinking.
- Feedback and Reflection – Continuous review to consolidate learning and identify opportunities for improvement.

This methodology ensures participants gain practical skills, reinforce functional knowledge, and can implement improvements directly in their workplace.

## **Organizational Impact:**

Upon completion of this program, organizations will benefit from participants who can:

- Apply procurement processes effectively to support organizational objectives.
- Contribute to operational efficiency and cost optimization in procurement activities.
- Support the implementation of strategic sourcing initiatives.
- Monitor supplier performance and ensure compliance with agreements.
- Improve collaboration and communication across teams and departments.
- Assist in risk identification and mitigation in procurement operations.
- Provide accurate and timely procurement data to support decision-making.
- Enhance the overall effectiveness and reliability of the procurement function.

## **Personal Impact**

Participants completing this program will be able to:

- Apply practical procurement techniques in their daily work.
- Make informed decisions using cost analysis and TCO principles.
- Support the development and monitoring of Service Level Agreements (SLAs).
- Monitor and improve supplier performance effectively.
- Identify opportunities to enhance procurement efficiency and processes.
- Communicate and collaborate effectively with suppliers and internal stakeholders.
- Solve procurement-related problems using structured approaches.
- Build confidence in contributing to organizational procurement objectives at the functional level.

## **Course Content & Outline:**

### **DAY 1: Procurement Fundamentals**

- Core concepts and principles of procurement.
- Differences between operational purchasing and strategic procurement.
- Understanding procurement's role within the value chain.
- Basic strategic thinking in procurement decisions.
- Key internal and external factors affecting procurement activities.
- Aligning daily procurement tasks with organizational goals.
- Introduction to procurement processes and frameworks.
- Identifying opportunities to improve procurement efficiency.

## **DAY 2: Procurement in Organizational Context**

- Understanding the procurement function within the organization.
- Tools and frameworks to support procurement planning.
- Identifying and prioritizing sourcing requirements.
- Recognizing risks and operational challenges in procurement.
- Translating procurement plans into functional actions.
- Monitoring procurement activities and performance indicators.
- Supporting departmental and organizational procurement goals.
- Reporting and documentation best practices.

## **DAY 3: Cost Awareness and Financial Implications**

- Understanding cost structures in procurement.
- Direct vs. indirect costs and their impact.
- Fixed vs. variable costs in procurement operations.
- Contribution margin and basic financial indicators.
- Measuring procurement performance on operational level.
- Introduction to Total Cost of Ownership (TCO).
- Cost-benefit analysis for procurement decisions.
- Identifying cost-saving opportunities in daily procurement activities.

## **DAY 4: Sourcing and Supplier Practices**

- Understanding sourcing strategies for functional procurement.
- Tactical vs. strategic sourcing at staff level.
- Supplier market and performance analysis.
- Supporting the development of procurement plans.
- Supplier selection processes and evaluation criteria.
- Understanding contract management basics.
- Implementing operational best practices in sourcing.
- Assisting in risk mitigation and supplier continuity.

## **DAY 5: Supplier Relationship and Performance Monitoring**

- Understanding supplier relationship management principles.
- Building collaboration at operational level.
- Monitoring supplier performance using KPIs.
- Supporting SLAs implementation.
- Operational techniques for continuous improvement.
- Applying incentives and feedback to suppliers.
- Communication with stakeholders and internal teams.
- Addressing operational challenges and resolving disputes.

## **Course Agenda:**

### **(1<sup>st</sup> Day) Agenda**

8.30	9.00	Opening Remarks (30 Min.).
9.00	11.30	<u>Discuss the main points of the training course:</u> <ul style="list-style-type: none"> <li>• Procurement Fundamentals.</li> <li>• Procurement in Organizational Context.</li> <li>• Cost Awareness and Financial Implications.</li> <li>• Sourcing and Supplier Practices.</li> <li>• Supplier Relationship and Performance Monitoring.</li> </ul>
11.30	12.00	Coffee Break
12.00	14.00	<u>Procurement Fundamentals:</u> <ul style="list-style-type: none"> <li>• Core concepts and principles of procurement.</li> <li>• Differences between operational purchasing and strategic procurement.</li> <li>• Understanding procurement's role within the value chain.</li> <li>• Basic strategic thinking in procurement decisions.</li> <li>• Key internal and external factors affecting procurement activities.</li> <li>• Aligning daily procurement tasks with organizational goals.</li> <li>• Introduction to procurement processes and frameworks.</li> <li>• Identifying opportunities to improve procurement efficiency.</li> </ul>
14.00	14.30	Questions and Discussion
14.30		Buffet Lunch

### **(2<sup>nd</sup> Day) Agenda**

9.00	11.30	<u>Procurement in Organizational Context:</u> <ul style="list-style-type: none"> <li>• Understanding the procurement function within the organization.</li> <li>• Tools and frameworks to support procurement planning.</li> <li>• Identifying and prioritizing sourcing requirements.</li> <li>• Recognizing risks and operational challenges in procurement.</li> </ul>
11.30	12.00	Coffee Break
12.00	14.00	<u>Procurement in Organizational Context:</u> <ul style="list-style-type: none"> <li>• Translating procurement plans into functional actions.</li> <li>• Monitoring procurement activities and performance indicators.</li> <li>• Supporting departmental and organizational procurement goals.</li> <li>• Reporting and documentation best practices.</li> </ul>
14.00	14.30	Questions and Discussion
14.30		Buffet Lunch

## (3<sup>rd</sup> Day) Agenda

9.00	11.30	<u>Cost Awareness and Financial Implications:</u> <ul style="list-style-type: none"> <li>• Understanding cost structures in procurement.</li> <li>• Direct vs. indirect costs and their impact.</li> <li>• Fixed vs. variable costs in procurement operations.</li> <li>• Contribution margin and basic financial indicators.</li> </ul>
11.30	12.00	Coffee Break
12.00	14.00	<u>Cost Awareness and Financial Implications:</u> <ul style="list-style-type: none"> <li>• Measuring procurement performance on operational level.</li> <li>• Introduction to Total Cost of Ownership (TCO).</li> <li>• Cost-benefit analysis for procurement decisions.</li> <li>• Identifying cost-saving opportunities in daily procurement activities.</li> </ul>
14.00	14.30	Questions and Discussion
14.30		Buffet Lunch

## (4<sup>th</sup> Day) Agenda

9.00	11.30	<u>Sourcing and Supplier Practices:</u> <ul style="list-style-type: none"> <li>• Understanding sourcing strategies for functional procurement.</li> <li>• Tactical vs. strategic sourcing at staff level.</li> <li>• Supplier market and performance analysis.</li> <li>• Supporting the development of procurement plans.</li> </ul>
11.30	12.00	Coffee Break
12.00	14.00	<u>Sourcing and Supplier Practices:</u> <ul style="list-style-type: none"> <li>• Supplier selection processes and evaluation criteria.</li> <li>• Understanding contract management basics.</li> <li>• Implementing operational best practices in sourcing.</li> <li>• Assisting in risk mitigation and supplier continuity.</li> </ul>
14.00	14.30	Questions and Discussion
14.30		Buffet Lunch

## (5<sup>th</sup> Day) Agenda

9.00	11.30	<u>Supplier Relationship and Performance Monitoring:</u> <ul style="list-style-type: none"> <li>• Understanding supplier relationship management principles.</li> <li>• Building collaboration at operational level.</li> <li>• Monitoring supplier performance using KPIs.</li> <li>• Supporting SLAs implementation.</li> </ul>
11.30	12.00	Coffee Break
12.00	14.00	<u>Supplier Relationship and Performance Monitoring:</u> <ul style="list-style-type: none"> <li>• Operational techniques for continuous improvement.</li> <li>• Applying incentives and feedback to suppliers.</li> <li>• Communication with stakeholders and internal teams.</li> <li>• Addressing operational challenges and resolving disputes.</li> </ul>
14.00	14.30	Questions, Discussion & Conclusion Training Course.
14.30		Buffet Lunch