



مركز الوقت للتدريب  
Time Training Center

**CERTIFICATE IN INTERNATIONAL  
PROCUREMENT PROFESSIONAL COURSE**



## Introduction

The Certificate in International Procurement Professional course equips procurement and supply chain professionals with the advanced skills needed to navigate international sourcing, supplier management, and contract negotiation. Designed for those aspiring to operate confidently across global markets, this certification program blends strategic theory with practical procurement tools, positioning participants for success in today's competitive landscape.

## Learning Objectives

- Plan global procurement strategies effectively
- Evaluate and select international suppliers
- Conduct bid solicitations and offer analysis
- Apply negotiation tactics for international deals
- Manage procurement risks and global logistics
- Draft and manage international procurement contracts
- Foster strong supplier relationships and monitor KPIs
- Uphold ethics and compliance in procurement activities

## Course Details

Mode of Training	Classroom or Online
Duration	5 Days

## Who Should Attend

- Procurement Managers & Specialists
- Supply Chain Professionals
- Logistics and Contracting Officers
- Business Professionals involved in Purchasing and Vendor Management

## Certificate(s)

Participants who complete all requirements and pass the **Competence Validation Exam** will receive a **Certificate of Completion and Competence** issued by **Time Training Center**. This certification affirms both the successful completion of the course and the demonstrated proficiency in the essential skills and knowledge relevant to the respective field or professional role.



## Course Outline

### Module 1: Procurement Fundamentals and Global Sourcing

- Global procurement planning aligned with business objectives
- E-procurement and digital procurement tools
- Trade barriers and electronic procurement forms

### Module 2: Supplier Evaluation and Selection

- Qualification and management of international suppliers
- Supplier evaluation methodologies and vendor profile analysis
- Building and managing Approved Supplier Lists (ASLs)

### Module 3: Bid Solicitation and Offer Analysis

- Preparing and analyzing bid solicitations
- Using EDI, reverse auctions, and online tenders
- Financial evaluation and supplier solvency analysis

### Module 4: Negotiation Strategies

- Domestic vs. international negotiation tactics
- Effective negotiation planning and session management
- Supplier site visits and comprehensive due diligence

### Module 5: International Trade and Risk Management

- Freight and shipping logistics, ocean shipping terms
- Application of Incoterms 2020 and Letter of Credit (L/C) processes
- Managing procurement risks and currency exposure

### Module 6: Contract Management

- Drafting, structuring, and executing global contracts
- Understanding legal frameworks (CISG, UCC)
- Contract compliance and documentation management

### Module 7: Supplier Relationship Management

- Building strong, sustainable supplier relationships
- Defining KPIs and SLAs for optimal supplier performance
- Performance monitoring and improvement initiatives

## Module 8: Ethics and Compliance in Procurement

- Ethical issues and supplier relations
- Fraud prevention in international procurement
- Global procurement regulations and compliance

## Module 9: Strategic Procurement Planning

- Strategic sourcing and spend analysis
- Commodity-based procurement strategies
- Aligning procurement strategies with organizational goals

## Methodology

We employ a comprehensive and applied learning strategy, integrating theory with real-world implementation:

- ❖ **Conceptual Learning:** Expert-led sessions on catalytic theory and engineering principles
- ❖ **Interactive Workshops:** Group exercises, presentations, and technical discussion forums
- ❖ **Case-Based Learning:** Industry-specific examples and troubleshooting scenarios
- ❖ **Technology Integration:** Digital tools, simulations, and catalyst modeling applications
- ❖ **Assessment:** Pre-tests, post-tests, and Competence Validation Exams for Certified courses to ensure knowledge transfer and skills validation

***Note: Instructors may adjust the training approach to fit technical requirements or participant engagement levels.***

## Instructors

Our instructors for the Certified International Procurement Professional course are seasoned procurement and supply chain experts with over a decade of industry experience. They bring invaluable insights from leading multinational organizations and are skilled at bridging theoretical concepts with real-world procurement challenges. Trainer profiles, including detailed credentials and experience summaries, will be shared upon request.

## About Time Training Center

Time Training Center is a leading professional training institute in Abu Dhabi that provides students and professionals with quality education and skill development programs. Time Training Center is accredited by the Abu Dhabi Center for Technical Vocational Education & Training (ACTVET) with a specialization in Computer and Management Training programs and certified by QA QC with ISO 9001:2015.

Operating in Abu Dhabi for over 3 decades, Time Training Center has established brand value as a high-quality Management & Technical Training Center in Abu Dhabi. We have also secured strong loyalty from corporate companies and associations with our holistic and practical teaching approach.

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