

2012 Calendar

Date	Venue	Course
12/03/12 - 16/03/12	London	Purchasing and Materials - an overview of the Supply function
12/03/12 - 16/03/12	London	Budget Development and Management
19/03/12 - 23/03/12	London	Performance Management - Principles and Practice
19/03/12 - 21/03/12	London	Office Management Skills
26/03/12 - 30/03/12	London	How to Reduce Inventory Levels - Some Practical Solutions
26/03/12 - 30/03/12	London	Supply Chain Management
26/03/12 - 30/03/12	London	Managing the Corporate Transport Function
16/04/12 - 20/04/12	London	Integrated Inventory Management
16/04/12 - 20/04/12	London	The Front-line Managers/Supervisors Development Programme
16/04/12 - 20/04/12	London	SUPPLIER MANAGEMENT: The Total Process
23/04/12 - 04/05/12	London	The Principles of Problem Solving and Decision Making: 2 x week Masterclass
23/04/12 - 27/04/12	London	The Principles of Problem Solving and Decision Making:
23/04/12 - 27/04/12	London	Strategic Procurement Skills.
30/04/12 - 02/05/12	London	Expediting for On-Schedule Delivery
14/05/12 - 18/05/12	London	Practical Contract Management - Getting the Results
14/05/12 - 18/05/12	Great Yarmouth	Marine and Supply Base Operations for Offshore Support
14/05/12 - 18/05/12	London	How to Coach for Executive Success.
14/05/12 - 18/05/12	Newcastle-upon-Tyne	Waste Management
21/05/12 - 25/05/12	London	Building Strategic Supply Chains for the RETAIL SECTOR
21/05/12 - 25/05/12	Great Yarmouth	Practical Materials Storage Management
21/05/12 - 25/05/12	London	Advanced Commercial Negotiation Skills
21/05/12 - 25/05/12	London	Managing Logistics (Transport, Materials Storage and Materials Handling)
28/05/12 - 01/06/12	London	Reducing Risk in your Road Transport
28/05/12 - 01/06/12	London	Management Principles for Engineers and Other Professionals
28/05/12 - 01/06/12	London	Strategic Contract Management - up to Award
06/06/12 - 08/06/12	London	Category Management
11/06/12 - 15/06/12	London	Contract Cost and Price Analysis: a Realistic Approach for Buyers and Sellers
11/06/12 - 15/06/12	London	Managing Road Transport Fleets
11/06/12 - 15/06/12	London	The Role of the HR Function in an Organisation
11/06/12 - 15/06/12	London	Materials Management for Engineering Projects
11/06/12 - 15/06/12	London	The Masterclass for Executive Secretaries and PAs
11/06/12 - 21/06/12	London	The Masterclass for Executive Secretaries and PAs - 2 week course
18/06/12 - 22/06/12	London	HR Operations - Managing an Effective HR Department
18/06/12 - 22/06/12	London	Managing Bids and Tenders from Suppliers
25/06/12 - 29/06/12	London	Practical Purchasing Skills - theory, practice and techniques.
25/06/12 - 29/06/12	London	The Strategic Role of the HR Function
25/06/12 - 29/06/12	London	Specification Writing
25/06/12 - 29/06/12	London	Identifying and Implementing Business Process Improvements
25/06/12 - 06/07/12	London	Strategic Human Resource Management
02/07/12 - 06/07/12	London	Team Management, Development and Leadership
09/07/12 - 13/07/12	London	Transport Management for Operational Supervisors
09/07/12 - 13/07/12	London	Manpower Planning, Resourcing and Retention
09/07/12 - 21/07/12	London	Budget Development and Management - the 2 x week course
16/07/12 - 21/07/12	London	Managing The Training & Development Function

16/07/12 - 21/07/12	London	Stakeholders in the Supply Chain - Managing Expectations, Contributions and Needs
16/07/12 - 21/07/12	London	Advanced Materials Storage Management - Policy and Process
10/09/12 - 14/09/12	London	Applied Performance Management - the Advanced Course
10/09/12 - 14/09/12	London	Effective Management of Inbound & Outbound Freight Forwarding
24/09/12 - 28/09/12	London	Management Information Systems - collecting, collating and delivering data in a useful format
01/10/12 - 03/10/12	London	Procurement and Maintenance Planning
15/10/12 - 19/10/12	Aberdeen (AGCC)	Contract Management by the Contractor
29/10/12 - 02/11/12	London	Cross-cultural awareness: understanding the impacts of cultural differences in the workplace
12/11/12 - 16/11/12	London	Contract Cost and Price Analysis: a Realistic Approach for Buyers and Sellers
19/11/12 - 23/11/12	London	Strategic Contract Management - up to Award
26/11/12 - 30/11/12	London	Contract Terms and Conditions - The Law
03/12/12 - 04/12/12	London	How to Ensure Contractor HSE Performance