BOOST
THE LEADING TRAINING PROVIDER

Procurement & Supply Chain Operations

Effective Vendor Management for Engineering and Operations Managers

Course Introduction

This course provides managers with the skills and knowledge necessary to effectively manage vendor relationships within engineering and operations. Participants will learn best practices for selecting, evaluating, and maintaining vendor partnerships that align with organizational goals.

Target Audience

1. Engineering Manager
2. Operations Manager
3. Maintenance Manager
4. Plant Manager
5. Supply Chain Manager
6. Procurement Manager
7. Facilities Manager
8. Production Manager
9. Quality Assurance Manager
10. Contract Manager

Learning Objectives

- Understand the vendor management lifecycle.
- Develop effective vendor selection and evaluation criteria.
- Manage vendor relationships to ensure performance and compliance.
- Implement strategies for continuous improvement in vendor management.

Course Outline

- **Day 01**

    ### Introduction to Vendor Management

    - Definition and importance of vendor management
    - Overview of the vendor management lifecycle
    - The role of managers in vendor relationships

    ### Vendor Selection and Evaluation

    - Criteria for selecting vendors: Quality, cost, reliability
    - Conducting vendor assessments and due diligence
    - Tools for vendor evaluation (e.g., scorecards, audits)

- **Day 02**

    ### Contract Management

    - Key components of vendor contracts
    - Negotiation strategies for favorable terms
    - Managing contract compliance and obligations

    ### Performance Management

    - Setting clear performance metrics and KPIs
    - Monitoring vendor performance and outcomes
    - Utilizing feedback mechanisms for performance improvement

- **Day 03**

    ### Relationship Management

    - Building and maintaining strong vendor relationships
    - Strategies for effective communication and collaboration
    - Conflict resolution techniques in vendor management

    ### Risk Management in Vendor Relationships

    - Identifying potential risks in vendor partnerships

        • Developing risk mitigation strategies

        • Contingency planning for vendor-related disruptions

• **Day 04**

Technology in Vendor Management

        • Overview of vendor management systems (VMS)

        • Leveraging technology for improved efficiency

        • Data analytics in vendor performance tracking

Compliance and Regulatory Considerations

        • Understanding compliance requirements related to vendors

        • Best practices for ensuring vendor compliance

        • Ethical considerations in vendor management

• **Day 05**

Continuous Improvement Strategies

        • Implementing continuous improvement practices

        • Gathering and analyzing vendor feedback

        • Adapting vendor management strategies based on insights

Future Trends in Vendor Management

        • Emerging trends and technologies in vendor management

        • The impact of global supply chain dynamics

        • Preparing for the future of vendor relationships

Confirmed Sessions

FROM	TO	DURATION	FEES	LOCATION
April 28, 2025	May 2, 2025	5 days	4250.00 $	UAE - Dubai
Sept. 21, 2028	Sept. 25, 2028	5 days	2150.00 $	Virtual - Online
Sept. 28, 2025	Oct. 2, 2025	5 days	4250.00 $	KSA - Riyadh

FROM	TO	DURATION	FEES	LOCATION
Nov. 24, 2025	Nov. 28, 2025	5 days	4250.00 $	UAE - Abu Dhabi