

Effective Management of Projects and Contracts

COURSE OVERVIEW

This course is designed to equip professionals with the essential knowledge and practical skills needed to successfully manage projects and contracts from initiation to completion. In today's fast-paced business and public sector environments, effective project and contract management is critical for delivering results on time, within budget, and in compliance with regulations.

Delegates will explore key concepts in project planning, execution, stakeholder communication, risk management, and contract administration. The course also covers contract negotiation, compliance monitoring, dispute resolution, and performance evaluation to ensure value delivery across the project lifecycle.

WHO SHOULD ATTEND?

This course is ideal for Project Managers, Contract Officers, Procurement Specialists, Engineers, Legal Advisers, Compliance Managers, Public Sector Officials, and anyone involved in managing contracts and delivering complex projects.

COURSE OUTCOMES

Delegates will gain knowledge and skills to:

- Understand the full project lifecycle and how to manage it effectively
- Define project scope, schedules, costs, and deliverables
- Navigate contract negotiation, terms, and conditions.
- Monitor contractor performance and ensure compliance.
- Identify and mitigate risks in project and contract execution
- Resolve conflicts and manage contract amendments or termination
- Align project and contract outcomes with organizational goals

KEY COURSE HIGHLIGHTS

At the end of the course, you will understand:

- Project initiation, planning, execution, and closure frameworks
- Understanding contract types, clauses, and legal obligations
- Project controls: budgeting, scheduling, and progress tracking
- Contract monitoring, auditing, and vendor relationship management
- Procurement and tendering processes in the public and private sectors
- Risk analysis and dispute resolution mechanisms
- Tools for communication, reporting, and stakeholder engagement
- Case studies from successful and failed project-contract experiences

All our courses are dual-certificate courses. At the end of the training, the delegates will receive two certificates.

1. A GTC end-of-course certificate
2. Continuing Professional Development (CPD) Certificate of completion with earned credits awarded