MERCURY

Project Management Skills for Contract Professionals Course

16 – 20 August 2027
Geneva (Switzerland)

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Project Management Skills for Contract Professionals Course

Ref: 9442_1079785 **Date:** 16 – 20 August 2027 **Location:** Geneva (Switzerland) **Fees:** 6500 Euro

Introduction:

This project management skills for contract professionals course aims to provide participants with the knowledge and skills needed to successfully manage a project executed by contractors throughout its life cycle from initial concept to delivery.

Participants in this interactive project management skills for contract professionals course will learn all the critical tools required to develop project plans and budgets and techniques for communicating with and managing contractors during the implementation phase.

In the pre-award phase, contract professionals will learn to refine their technical project management skills, which are vital for developing a solid business case and project charter. These skills help create the foundation for successful contract execution and management.

This project management skills for contract professionals course will articulate the benefits of effective project management techniques and their application in planning detailed work structures, estimating durations and resources, and managing risks associated with projects and contracts.

Importance of Project Management Skills for Contract Professionals:

This project management skills for contract professionals course recognizes the importance of project management skills in the context of contract professionals. It ensures a comprehensive understanding of the tools and techniques essential for effective project management.

Participants in this project management skills for contract professionals training will grasp how these skills are critical in ensuring successful collaboration with contracting partners and direct project outcomes that meet the desired objectives.

Participants will gain an understanding of various project management contract types and their appropriate use in the award phase, equipping them with vital skills for contract specialist roles that often require differentiating among standard project management contracts.

Targeted Groups:

Personnel seek in-depth knowledge of managing their contractual partners executing their projects. The project management skills for contract professionals course is designed to provide project management concepts and tools and contract provisions and conditions that will enable efficient collaboration with contractors.

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Course Objectives:

At the end of this project management skills for contract professionals course, the participants will be able to:

- Identify the significant processes in project management in a related contract framework.
- Outline the significant activities, steps, and tools needed to manage a contracting partner executing the project.
- Devise the contracting strategy for a project and recognize the main contractual provisions that can affect it.
- Develop detailed project plans to manage contracts and deal with deviations effectively.
- State different types of contracts and their impacts on the relationship with the contractors.
- Describe the post-award main processes, including control techniques, change management, and contract administration.

Targeted Competencies:

Upon the end of this project management skills for contract professionals training, the participant's competencies will:

- Project management.
- Contract management.
- Planning and scheduling.
- Project budgeting.
- Project control.
- Contract preparation.
- Contract administration.

Enhance and Develop Critical Project Management Skills for Contract Professionals:

The project management skills for contract professionals training will delve into post-award activities, enabling participants to enhance and develop critical project management skills needed for contract administration, managing deviations effectively with advanced tools, and ensuring seamless project management contract agreements and documentation.

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Course Content:

Unit 1: Overview:

- Definition of a project and project management.
- Project and contract relationship.
- Project life cycle.
- Project stakeholders.

Unit 2: Principles of Contracts:

- Definition of a contract.
- Elements of a contract.
- Objectives of contract management.
- Knowing your contract.
- Scope of work.
- Terms and conditions.
- Stages of contracting.

Unit 3: Pre-Award Phase:

- Developing the business case.
- Project charter.
- Project scope statement.
- Contracting plan.
- Locating contractors.
- Contractors pre-qualification.
- Developing the project plan.

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Unit 4: Project Planning:

- Work breakdown structure.
- Duration and resource estimation.
- Relationships between activities.
- Network diagrams.
- Critical path analysis.
- Developing a Gantt chart.
- Milestone charts.
- Resource allocation.
- Project budgeting.
- Project and contract risk management.

Unit 5: Award Phase:

- Evaluation plan.
- Terms and conditions.
- Fixed-price contracts.
- Cost reimbursable contracts.
- Time and material contracts.

Unit 6: Post-Award Phase:

- Contract administration.
- Project status reporting.
- Managing deviations.
- Tools used to manage projects and contracts.
- Variation orders.
- Handling claims.
- Dealing with disputes.
- Breach of contract.

Conclusion:

In summary, this project management skills for contract professionals course will enable participants to define, enhance, and improve their project management skills. It will focus on contract professionals who need standard and technical project management abilities to foster successful project outcomes.