



# Procurement Certification Training Program

There is a growing recognition that procurement is a strategic, cost management function, requiring high level leaders, effective planning, innovative sourcing, active contract management and continuous process improvement.

The NSW Procurement Certification Training (PCT) Program is designed to equip those engaged in government procurement with the knowledge and capability to apply value for money decisions and contribute to savings in government spend.

## RECOGNISED BENEFIT

There are more than 18,000 positions in the NSW public sector, from administrative assistants to senior management positions, which involve procurement activities.

The PCT Program provides a pathway to career progression for individuals whilst providing significant benefits to participating agencies.

The Program is recognised as the procurement development program most relevant to NSW public sector agencies. To date, procurement administrators and specialists from 180 agencies and organisations have benefited from successful completion of some or all levels of the Program. Students from State agencies, local government, statutory authorities or trusts, universities and also not for profit and private sector organisations have participated in the program.

All levels of training comprise Units of Competency which are nationally recognised.

## RECOGNITION & QUALIFICATIONS

NSW Procurement recognises that students have different needs and aspirations in procurement, ranging from those who want to understand public sector procurement through to procurement specialists who want to gain academic qualifications to underpin their career.

We have affiliations with professional organisations and academic institutions to provide recognition and academic development, including:

**Statements of Attainment:** An academic record that identifies the specific nationally recognised Units of Competency attained in the PCT Program.

**Recognition of Prior Learning:** A formal assessment process that can be utilised either to commence the PCT Program at a higher level or to gain nationally recognised (Australian Training Qualification Framework) procurement qualifications.

**CIPSA Membership:** The Chartered Institute of Purchasing & Supply - Australia is the leading body representing purchasing and supply chain management.

Full details of recognition and qualification can be found in the NSW Procurement brochure "Procurement Certification Training Program - Recognition & Qualification Pathways". This brochure is available at [www.nswprocurement.com.au](http://www.nswprocurement.com.au) or by contacting NSW Procurement on **1800 679 289** or [nswbuy@services.nsw.gov.au](mailto:nswbuy@services.nsw.gov.au)

## COURSE SCHEDULE & COSTS

Please visit [www.nswprocurement.com.au](http://www.nswprocurement.com.au) to view the course schedule and find out more about the Program. To register your interest in the training courses, obtain course costs or additional training information, please call IPAA (Institute of Public Administration Australia) on **02 9228 5225**.

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## LEVELS OF TRAINING OFFERED

LEVEL	TRAINING DESCRIPTION
Level 1	Understanding Public Sector Procurement
Level 2	Effective Procurement Capabilities
Level 3A	Intermediate Procurement Planning
Level 3B	Communication and Negotiation in Procurement
Level 3C	Intermediate Procurement Planning
Level 4A	Strategic Procurement Planning
Level 4B	Strategic Procurement Negotiations
Level 4C	Strategic Procurement Contract Management



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## FURTHER INFORMATION

For further information or to obtain a copy of the Contract Guide, please contact the Client Support Centre.



1800 NSW BUY  
1800 679 289



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