

the psychology of Super Purchasing and Negotiation Skills



with : **Raymond Foong**
Master of Cohesive Competence and Team Psychology



Meeting Organization Purchasing Objectives via DC Methodology

Result

Participants will have a deeper and practical understanding of how they and others process information and how they can use that information to better communicate, and influence actions with the suppliers and their internal customers.

Mr. Raymond Foong

Raymond Foong MBA, is a Directive Communication certified practitioner and has extensive experience in project management by bringing people together for better performance. His Directive Communication based training creates practical and result oriented workplace environments grounded in interdepartmental and inter-team cohesion, which fosters cooperation and competence across organization.



Master of Cohesive Competence and Team Psychology



Deliverables

- A stronger foundation that strengthens a Purchasing Professionals ability to deal with problems and people in an effective manner.
- Possession of essential skills in cultivating rapport and influencing the emotions and actions of themselves, customers, subordinates, colleagues and suppliers.
- The ability to negotiate in a convincing manner and communicate it in an empowering way.
- Influence the perception of failure, turning it to a more empowering paradigm
- Develop influential strategies to get Suppliers to commit on meeting purchasing objectives.

Objectives & Outcome

A successful participant of this course will be able to:

- ✎ Purchasing Professionals will have a better understanding of their own mental and communicative methodologies and will be empowered to take on roles that will develop and enhance their purchasing and leadership skills.
- ✎ Participants will be pressed to confront their personal weaknesses and look for tools, techniques and strategies to transform their abilities to manage themselves and others in an enthusiastic and competent manner.
- ✎ Participants will be able to accept change more easily and implement directive delegation techniques that will allow them to do more with less.
- ✎ Create more awareness about where fear, uncertainty and lack of energy stem from and how participants can lead themselves and others to achieve higher levels of productivity in purchasing, procurement and buying.
- ✎ Deliver an experiential interactive learning workshop where Purchaser will learn strategies to improve communication, influence supplier action and emotion, and develop better synergies at the workplace.
- ✎ Provide the framework to be trained as an Assertive Negotiator and get the results in alignment with department and organization objectives.
- ✎ Influence a paradigm that will allow Purchasers to turn negatives into positives and influence the Suppliers and Internal Customers in the same way.
- ✎ Create a powerful win-win situation and leave the Supplier thinking he has won in the negotiation process even though the truth may be the reverse.

Who Should Attend:

Purchasing Manager / Executives, Administration Managers / Executives Buyers, Sales & Marketing Managers / Executives and any other personnel involved in Purchasing and Negotiation.

DAY ONE

- **Part A – Find out what it takes to become a Professional Purchaser.**
 - What are the Professional Roles of a Highly Effective Purchaser.
 - Identify the Colored Brain characteristics of individual handling the purchasing functions.
 - Understand the facts that different parties have different expectation and how to align them with your organization objectives.
- **Part B – Professional Buyer Expediting Skills.**
 - Eliminate the 'Encoded Assumption' by reducing the rules of engagement that serves as an entrapment to your progress as a professional purchaser.
 - Learn the different types of expediting skill in securing prompt delivery, right quality, quantity, service and supports from your suppliers and internal customers.
 - Find out why having the **Technical Skill** alone is not enough in today's competitive Buying – and what should be done to rectify the situation.
- **Part C – Develop effective buying role in expediting Supplier Delivery**
 - Ten effective Strategies for you to get your Suppliers to supply on time.
 - Ten effective techniques to get your internal customers to minimize their numbers of urgent requests.
 - Know your Supplier information in order to gain momentum in your bargaining process.

DAY TWO

- **Part D – Impact of using Psychology in negotiation**
 - What are the objectives in Negotiation?
 - How effective is using psychology process in negotiating with the Supplier.
 - Familiarize with the different strategies in negotiating to create a positive outcome.
- **Part E – The Power of a win-win negotiating strategy**
 - Develop Effective Power Negotiation skills which would influence the other party with a Win-Win Solution mindset for both parties
 - Redesign strategies to handle conflicts and identify "reactive" events that led to dissatisfaction and inefficiency.
 - Understand why some negotiation fails even before it begins.
- **Part F – The Art of Negotiating Professionally.**
 - Know the Ethic and unethical negotiation techniques.
 - Use 'Cherry Picking' to get the best deal in negotiation.
 - Combine communication skills and persuasive psychology to influence the supplier decision making in-order to realize your organization objectives.

Registration Form – 2 DYNAMIC DAYS on

THE PSYCHOLOGY OF SUPER PURCHASING AND NEGOTIATION SKILLS

For registration, kindly fill in the following form and return it via fax: (62-361)981654
or email: register@directivecommunication.com
or mail to Villa de Carmazzi, Lod Tunduh, Ubud, Bali
Website : www.carmazzi.net
www.directivecommunication.com

Company : _____
Address : _____
Contact person : _____
Tel : _____ Fax : _____

Participants' details :

1. Name : _____
Designation : _____
H/P No. : _____
2. Name : _____
Designation : _____
H/P No. : _____
3. Name : _____
Designation : _____
H/P No. : _____

Conference Details:

This course will be conducted for 2 days as follows:

City / Country : _____
Date of Training : _____
Time : 9.00am ~ 5.00pm

Price:

US \$ 1,280.00

Group Discount: Enjoy a group discount of 10% for 3 or more delegates registered at the same time from the same organisation and with the same billing source.

Target participants:

Purchasing Manager / Executives, Administration Managers / Executives Buyers, Sales & Marketing Managers / Executives and any other personnel involved in Purchasing and Negotiation.

Package includes:

- a) Colored Brain Communication Cards
- b) CBCI assessment booklet
- c) Hard cover binder manual

Methods of Payment:

- For Singapore or Bank Draft made payable to Directive Communication (Asia) at:
DBS Bank Singapore DIRECTIVE COMMUNICATION INTERNATIONAL (ASIA) PTE LTD
ACCOUNT NUMBER : 048-901089-4 SGD
SWIFT CODE : DBSSSGSG
Mail payment together with this registration to
9 Shenton Way, #04-01 Singapore 068813

Cancellation of registration must be made in writing via fax or e-mail at least two weeks (10 working days) in advance in order to qualify for a refund. However, a 30% will be levied to cover administration costs. The Company reserves the right to change the venue or postpone the course due to unforeseen circumstances.

For further inquiries, please contact at (62-361)977536 or email register@directivecommunication.com

(Authorized Signature)

(Company Chop)

Name : _____
Designation : _____
Date : _____