

The Professional Program

Certified project officer (CPO) Certification



21 July 2024



8 AM – 2 PM



IPA



410 BHD
(451 BHD including VAT)



7 Days
35 Hours

A Certified Project Officer (CPO) is a professional project management certificate delivered in collaboration with the The Institute of Project Management (IPM), the first internationally accredited certification authority connecting project management education, training, mentoring and post-graduate opportunities in a single, specialist enterprise.

This certification is considered as a fundamental contributor to any project team.

Participant will be examined on at least 35 hours of project management study and can apply project management knowledge in a wide variety of settings.

This training program is expected to shape participants into becoming achieving project managers. It will introduce a common frame of reference, common purpose and common-sense approach to the cohesive delivery and oversight of professional and personal projects.

The Certified Project Officer program integrates theory with an opportunity to directly apply the relevant knowledge in their workplace.

This Certification program is governed by a proven framework of project management that guarantees on-time and on-budget delivery of services, and an exponential return on the client's investment.

Our expert facilitators leverage your latent project experience, connecting a common frame of reference, common purpose and common-sense approach to the cohesive delivery and oversight of professional and personal projects.

Over the training program, dedicated project teams progress through a range of practical activities in the delivery of a fully simulated project.

◇ Learning objectives:

Upon completion of Certified Project Officer (CPO) program, participants will be able to:

- Apply basic project management concepts, methods and theories
- Demonstrate the technical skills of project management
- Understand the interpersonal aspects of project management
- Participate in the delivery of varied projects
- Evaluate and respond to project challenges
- Communicate professionally with project stakeholders

◇ Target audience:

Individuals related to project teams or looking to formalize their project management experience into internationally recognized certifications.

These include, but are not limited to:

- **project managers**
- **Contracts officer**
- **Estimator and scheduler**
- **Project administrator**
- **Project assistant**
- **Communications liaison officer**
- **Corporate staff who work in a project environment**

◇ Topics include:

- Project frameworks
- Project stakeholders
- Choosing the right project
- Project communications
- Requirements analysis
- Procurement
- Project risk management
- Agile project management
- Managing project teams
- Leading successful projects
- Project change management
- Closing projects

◇ Training delivery method:

- Assessments (exam)
- Exercises and discussions,
- Teamwork and group workshop
- Projects Site visits

◇ Certification:

Upon the successful completion of the program, participants will be certified from the Institute of Project Management (IPM) as Project Officers (CPO).

***The certification is not subjected to renewal and will remain valid.**

◇ Registration:

Government establishments:

Institute of Public Administration will receive the nominated candidates for registration from authorized training specialist through the registration system (TMS) available on the website: (www.ipa.gov.bh)

Private establishments and Individuals:

Institute of Public Administration will receive the nominated candidates for registration via the form provided on the Institute's website (www.ipa.gov.bh)