

The Professional Program

Certified project officer (CPO) Certification



08 Sep 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 Center for Project Innovation (CPI), 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 The Center for Project Innovation (CPI) 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)