

# Training and development (purchasing and contract management)

A number of qualifications are available through the Chartered Institute of Purchasing and Supply.

## Training and development

Some trusts may offer the chance to train through an apprenticeship [1] in supply management.

The Chartered Institute of Purchasing and Supply (CIPS) is an international education and qualification body representing purchasing and supply chain professionals. Staff working at Management level in purchasing and supply may be required to hold or be working towards CIPS qualifications:

- certificate in procurement and supply operations
- advanced certificate in procurement and supply operations
- diploma in procurement and supply
- advanced diploma in procurement and supply
- professional diploma in procurement and supply

### **Certificate in procurement and supply operations**

For you if you're just starting your career in procurement or if purchasing and supply are a part of your role.

### **Advanced certificate in procurement and supply operations**

If you're in an operational role, this qualification enables you to develop your knowledge to understand demand management, arrange supply logistics and implement new contracts.

### **Diploma in procurement and supply**

This is for you if you're moving into junior and middle management procurement roles or supervising the procurement function. It focuses on organisational procedures and processes including negotiating, planning, risk management and data analysis.

### **Advanced diploma in procurement and supply**

If you are a senior buyer or contract and supply chain manager, this qualification will help you to improve your organisational procurement skills and to fulfil your organisational objectives. It focuses on areas such as reducing cost, improving quality and timescales, managing the supply chain and to deal with legal issues.

### **Professional diploma in procurement and supply**

This qualification is aimed at senior procurement professionals and heads of department. If you're working at this level, this qualification helps you to build strategic procurement competence, the ability to formulate strategic direction and advice, in areas such as change management, stakeholder management and team leadership.

It is possible to gain exemption from any programme, at the discretion of the CIPS.

## Where to study for CIPS qualifications?

CIPS courses are offered on a full-time, part-time, modular flexible and distance-learning basis. There are a number of centres in England, of which some are private providers and some offer distance/flexible learning. For details of centres and modes of study, contact the CIPS (below).

- Find out more about CIPS qualifications and membership [2]
- Find out more about the entry requirements, skills and interests required to enter a career in purchasing and contract management [3]
- Continuing professional development

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Many regulated professions will expect their registrants to maintain an up-to-date working knowledge of their area of expertise. The CIPD provides opportunities to do this for members, working in purchasing and contract management.

Find out more about CPD requirements and opportunities through the CIPS. [2]

Find out more about professional development [4].

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**Source URL:** <https://www.healthcareers.nhs.uk/explore-roles/management/roles-management/general-management/purchasing-and-contract-management/training-and-development-purchasing-and-contract>

### Links

[1] <https://www.healthcareers.nhs.uk/i-am/secondary-school-or-fe-college/apprenticeships-traineeships-and-cadet-schemes>

[2] <http://www.cips.org/>

[3] <http://www.cips.org/en/homepage/>

[4] <https://www.healthcareers.nhs.uk/i-am/working-health/professional-development>