

# Fundamentals of Purchasing

Build your professional knowledge and skills, add great value to your organization's bottom line, and earn Institute of Supply Management (ISM) certification points through this local offering of a 16 hour course held around the world. You'll learn:

the central objectives of purchasing; policies and procedures; relationships with internal and external customers; the purchasing environment; and legal aspects of the purchasing function; supplier selection and management; price and cost analysis; quality; purchasing services; purchasing techniques; negotiations; performance measurements; and purchasing audit.



## Meet Your Instructor: William D. Agee, Jr.

Bill Agee has a wealth of knowledge and experience to share with purchasers. Now the owner of a firm providing training across continents, his 20+ years of purchasing experience include manufacturing, industrial, wholesale, retail, service and government. He holds degrees in Marketing and Management, as well as numerous certifications including CPM and APP from the Institute of Supply Management (ISM), Certified Master in Negotiations, Certified Professional Contracts Manager, Certified Value Specialist and a Six Sigma Black Belt from the American Quality Institute. Mr. Agee comes to Temple College highly recommended by purchasing professionals who have attended numerous workshops that he has led.

**Fridays, October 23 & 30**  
**8:00 a.m. – 5:00 p.m.**

**Fee: \$388**

(elsewhere the fee is usually \$1495)

**Course Code: BMGT 1036**  
**CEU's: 1.6**

**Registration Deadline:**  
**October 13**



**TC**

**TEMPLE COLLEGE**

**BUSINESS AND COMMUNITY  
EDUCATION**

254.298.8616 or 8625

101 North Main (at Adams)

[www.templejc.edu](http://www.templejc.edu) (then click on "Community Education")

Temple College does not discriminate on the basis of gender, disability, race, color, age, religion, national origin or veteran status.

This course is the building block for future plans to offer workshops in:  
*Cost/Price Analysis in Purchasing; The Terms and Conditions of a Contract; Negotiation Planning and Preparation.*