



Project Management

Accredited by



KITCHENS BEDROOMS BATHROOMS
national training group

Endorsed by



Synopsis

Tutor: EQ Specialist Instructor

Course Aims: To encourage best practise in effective management of projects from the initial quoting stage to successful completion and customer satisfaction sign off.

Course Duration: 1 day

Learning Time: 5.5 hours

Prerequisite

Successful completion of day 1 of this 2 day course, either in:

- Kitchen design principles
- Bathroom design principles

Course content:

- Creating customers
- Building quotations
- Check profit margins
- Creating & managing milestone completion dates
- Placing supplier orders
- Booking goods inwards
- Generating delivery notes
- Controlling installation timelines
- Invoicing & payments

Course Outcomes

Successful candidates will have the ability to manage projects successfully through every stage from initial quoting, in-house administration & controlling of the on-site installation, to meeting goals with pre-determined time scales.

Certification of Achievement

Upon satisfactory completion of Project Management, attendees will be issued with an industry recognised certificate of achievement accredited by the KBB National Training Group.

There are further courses available to enhance user skill sets to a much higher level with all editions of EQ

For more information on future course dates please contact Martin Summers on 0845 603 1370