



Reference # SMEDA-KHI/0403

March 4, 2010

**Subject: 35 Credit Hours Workshop on "Project Management"**

Dear Sir,

Project Management is a Project – based management approach that helps alignment of all endeavors with the Strategic Goals. It helps advancement of business with calculated risks focused in management to reach the desired outcomes. The approach besides the efficient management & control brings the additional strength for dynamism and a mechanism for self-learning and continuous improvement. Awareness is growing for projects based approach for efficient management and effective control of resources. The projects based approach is the key for success in present milieu of economic downturn.

Understanding the importance of the subject, Small and Medium Enterprises Development Authority (SMEDA) is organizing a five days workshop on "**Project Management**". The focus of the workshop will be on capacity building and competence enhancement for the desired outcomes of endeavors initiated in Business & Industry. The workshop is designed to bring an understanding of Project Management approach, enhance competence for managing project and satisfy the mandatory requirement for (PMP)-Project Management Professional Certification exam of Project Management Institute (PMI), the program is scheduled to be held on **March 16-20, 2010 from 09:00 a.m. to 05:30 p.m. each day at Marriott Hotel Karachi.**

Keeping in view the importance of subject workshop we look forward to your participation. Relevant officials from your esteemed organization may please be nominated to attend the subject workshop.

For registration, please contact following person by **March 10<sup>th</sup>, 2010**. Note that applicants are required to submit program fees in advance along with the registration form. No separate invoice will be issued. Seats are only limited to 20 participants. Nominations will be made on a '**first come, first served basis**'. The program of the workshop is enclosed.

**Syed Babar Umar**  
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We look forward to your kind cooperation and prompt reply.

With Best Regards,

**Muslim Raza**  
Provincial Chief  
SMEDA Sindh

*for circulation*

**Small and Medium Enterprise Development Authority**

Ministry of Industries & Production

Government of Pakistan

5<sup>th</sup> Floor, Bahria Complex – II, Molvi Tameezuddin Khan Road, Karachi.  
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# The Workshop On "PROJECT MANAGEMENT"



## Profile of Trainer

### **M. Aslam Mirza**

*(Civil Engineer, MBA, PMP, PMI-Leadership Graduate and Advisor PMI-KPC)*

Practicing Project Management for Consulting & Corporate Training for Application of Organizational Project Management, and help enhancement of Organizational Competence for business advancement, strategic planning for desired direction with desired outcomes.

He has extensive exposure of +35yrs to challenges of business & industry in Pakistan and abroad and professional development in projects environment in capacity of Project Manager, Projects Executive with multinational companies and Managing Director & CEO of Project Engineering Co. (Pvt) Ltd., an engineering & construction company. His insights & expertise help organization, to translate their strategic goals into realities of successful project outcomes. He is technologically literate, globally astute and professionally agile. He has presented in numerous Global Conferences on Project Management areas of application & challenges

### **Training**

He has extensively carried out training for Project Management areas of skills for M/S Management Concepts Inc, US, M/S KPMG Pakistan, M/S Siemens Pakistan, M/S Pakistan Refinery Ltd, M/S BearingPoint Pakistan, M/S Integrated Management Services, & PMI Karachi Pakistan Chapter

### **Research Work;**

With PMI, US, he has participated in task force to develop Global Standards since late 1998, for their prime projects: (OPM3) Organizational Project Management Maturity Model, CMBOK-Extension for Construction, Standards for Portfolio Management, Program Management and Project Manager's Competence Framework. He Sponsored PMI-Karachi Pakistan Chapter and remained President till Dec, 2008 and chartered member of PMI, Human Resource-SIG.

### **Credentials;**

Mr. Mirza has graduated PMI-Leadership Institute Master Class (2007), Project Management Professional (PMP) (2005), MBA-University of Hull, UK (1996), Engineer - Institute of Engineers & Technicians, UK (1981) and Diploma Civil Construction Engineer (1966) - Karachi Polytechnic Institute.



## The Workshop On "PROJECT MANAGEMENT"



Project Management is a Project – based management approach that helps alignment of all endeavors with the Strategic Goals. It helps advancement of business with calculated risks focused in management to reach the desired outcomes. The approach besides the efficient management & control brings the additional strength for dynamism and a mechanism for self-learning and continuous improvement. Awareness is growing for projects based approach for efficient management and effective control of resources. The projects based approach is the key for success in present milieu of economic downturn.

The tough economic condition has pushed the business & industry to face the emerged trends for sustainable existence in market and continuity of business;

- Hyper Efficiency
- Total Transparency in advancement
- Power Alliances

Organizational Project Management as a powerful project-based management approach helps business & industry. It is a systematic management of projects, program and portfolio in alignment with the defined strategic direction. It is application of PM-knowledge, skills, tools, & techniques to organization & project activities to achieve the aims/purpose of the organization through projects. The framework is following;

<b>Portfolio Management</b>	<b>– Supports Strategic Direction</b>
<b>Program Management</b>	<b>– Brings Benefits &amp; Governance</b>
<b>Project Management</b>	<b>– Enhances Capability for Deliverables</b>

The Project Management essentially adds value in business with enhanced capability for the following;

- Savings
- Optimizations
- Accountability & Governance
- Risk Management
- Selection & Prioritization

Understanding the importance of the subject, Small and Medium Enterprises Development Authority (SMEDA) is organizing a five days workshop on "Project Management". The focus of the workshop will be on capacity building and competence enhancement for desired outcomes of endeavors initiated in Business & Industry. The workshop is designed to bring an understanding of Project Management approach, enhance competence for managing project and satisfy the mandatory requirement for (PMP)-Project Management Professional Certification exam of Project Management Institute (PMI).

## Workshop Contents:

- 1) Introduction to Project Management Approach
- 2) Standard [PMBOK-4<sup>th</sup> Ed] for Project Management of a Project
  - a. Project Life Cycle
  - b. Project Management Processes for a Project
  - c. Project Management Knowledge Areas

For Detailed 5 Days Outline Visit our Website <http://www.smeda.org.pk>

## Speaker of Workshop:

- **Mr. M. Aslam Mirza** – Civil Engineer, M.B.A., PMP, PMI-Leadership Graduate and Advisor to PMI Karachi Pakistan

For Detailed Profile of Facilitator Visit our Website <http://www.smeda.org.pk>

## Who Should Attend?

- All professionals and officials involved in managing micro, medium to large scale projects in Small and Medium Enterprises (SMEs) in different sectors.
- Project Directors, Project Managers, Senior Project Managers, Project Managers, Planning Managers, Strategy Mangers, Assistant Project Managers, Project Coordinators, Project Team Leads & Members, Project Consultants and Students.
- Individuals aspiring to appear for PMP exam.

## Program Schedule:

**Date & Time:** March 16-20, 2010 (5 Days – 35 Hours) at 09:00 am to 05:30 pm (sharp)

**Venue:** Marriott Hotel Karachi

**Fees:** Rs. 15,000/= per participant for Individuals  
Rs. 16,000/= per participant for Companies and Firms  
(Inclusive of Lunch, two time tea, training material and 35 Contact Hours certificate)

## Registration & Information:

For registration, please contact following person by March 10, 2010. Please note that applicants are required to submit program fees in advance along with the registration form. No separate invoice will be issued. Seats are only limited to 20 participants. Nominations will be made on a **'first come, first served basis**.

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