

Certified Contract Manager (CCM)[®]

Course Outline

www.gaqm.org



About Certified Contract Manager (CCM)[®]

Certified Contract Manager (CCM)[®] can help provide you with the necessary skills to create and manage legal agreements. Without someone to correctly handle their legally binding contracts, a company can lose large sums of money. This Certification aims at honing a professional's ability to negotiate the terms and conditions of a contract, support and manage contracts effectively, ensure compliance with the terms and conditions of the contract and document any amendments that may arise during the implementation of a contract. This enables both the parties in a contract to meet their objectives in the most amicable manner.

If you are interested in public or private contracting work, this could be a useful certification for you to earn. Likewise, if you are part of a company that handles a lot of legal contracts, this might be a way for you to move forward in your career.

What Modules are covered?

- Module 1 - Introduction to contract management
- Module 2 - Specification writing
- Module 3 - Service level agreements
- Module 4 - Contract Negotiation
- Module 5 - Contract Performance
- Module 6 - Ethics in Contracts
- Module 7 - Managing contracts
- Module 8 - Financial management and control
- Module 9 - Performance Improvement
- Module 10 - Closing Contracts

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