



**STRATEX
CONSULTING**

anton@stratexconsult.com
www.stratexconsult.com
Tel/Fax: +264 61255040
Mobile: + 264 812627991

PO Box 40744
Windhoek
Namibia

Dear Project Manager,

5 DAY PRACTICAL PROJECT MANAGEMENT TRAINING

Strategy Execution is widely regarded as much more challenging than strategy planning. Strategic objectives can only be achieved through effective *Strategy Execution* which is done through initiatives or projects. For this we need project managers equipped to manage projects to successful completion, to achieve the intended benefits.

Since April 2004 *Stratex Consulting* has established itself as a leading local consultancy specialising in strategy planning & execution, corporate performance management and ***project management***.

Project Management is the link between strategic planning and performance management. Projects are where the action is, where resources are utilised, where change happens. Projects are not business-as-usual, therefore the need to apply PM knowledge, skills, tools and techniques to project activities to meet the project requirements. Projects play a strategic role in all organisations and need to be aligned and integrated in the organisational processes and systems.

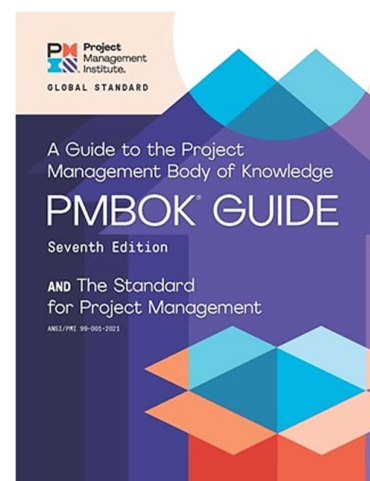
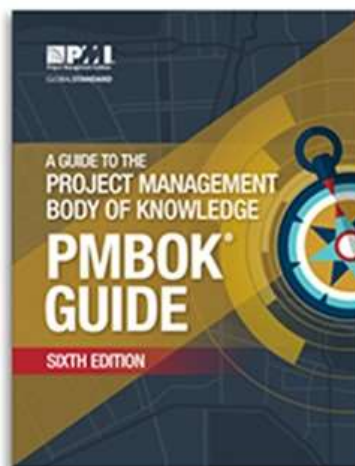
Projects are also common in our personal lives, e.g., our studies, holidays and hobbies. The proper management of projects remains of critical importance to maximise our chances of project success within constraints of scope, time, cost, quality and human resources.

You are herewith invited to attend the ***5 Day Practical Project Management Training Course***, specifically designed in Namibia for the Namibian context. This course has been presented for the last 15 years and is regularly updated according to changed conditions, needs and standards.

This practical course takes the initiatives/projects identified in your strategic plan forward to successful project planning and execution.

The course is based on the Project Management Body of Knowledge (***PMBOK Guide***) of PMI (Project Management Institute, USA). Refer to www.pmi.org (6th edition of 2017 & the 7th edition of 2021).

It covers the 10 Project Management Knowledge Areas: Scope, Schedule, Cost, Quality, Resource, Communications, Risk, Procurement, Stakeholder Management; and Integration - in the 5 Process Groups, namely: Initiating, Planning, Executing, Monitoring & Controlling and Closing.



What benefits can you expect from this PM course?

At the end of this course the participants should understand the basic principles, processes, techniques and requirements for successful project management to enable them to initiate, plan, execute, monitor & control and close their own specific selected projects, as part of a project team. Participants will be able to:

- understand the theory behind PM, mostly based on PMI's PMBOK, 6th edition of 2017
- understand the link between strategy and projects
- motivate and plan a project
- execute the project according to the project plan
- evaluate and report project progress (in relation to strategy execution progress)

Who should attend?

All who work with projects – from the CEO/top management to staff members; from experienced project managers to new project team members, also individuals interested in improving their own project management skills. This is a basic and practical Project Management course applicable for all levels in an organisation, laying a good foundation for follow-up project management specialisation.

What approach is followed?

A highly interactive and participatory approach is followed. Practical relevant exercises (projects in your own strategic plan; projects in your organisation; projects you are working on) will be done throughout the course to apply the theory. Participants will work in groups to develop their own project plans. *Computers loaded with MS Project software* are recommended for the training, as software demonstrations form part of the course. Participants are evaluated based on attendance, practical group work and test results.

Deliverables:

You will receive:

- A file with one hard copy of the course material/manual (± 100 pages) for each participant
- Project plan templates in electronic format
- A test on the last day
- Certificates, with test results within a week after the course

Dates, Time & Venue:

Date: 3 – 7 March 2025

Time: daily from 8:30 – 16:30

Venue: Arebbusch Travel Lodge, Windhoek [<https://www.arebbusch.com>]

Cost:

The total investment including VAT is **N\$11,000** payable before the training.

Discounts apply as follows:

6-9 people: 10%

10 or more people: 15%

This fee includes the course materials, tuition, training venue, lunches, refreshments/tea/coffee and a certificate. All travel and accommodation should be arranged and paid for by participants.



Enrolment & payment:

Interested persons should:

1. Enrol by completing the Enrolment Form and emailing it to anton@stratexconsult.com;
2. Stratex Consulting will then send you a tax invoice;
3. Make payment before the start of the training.

The right projects and equipped project managers make things happen.

Be a positive influence in Namibia!

Note that the group size is limited to approximately **20 people** for effective training and personal attention.

A detailed training programme and enrolment form accompany this letter.

Yours faithfully,



Dr Anton Olivier



Why Stratex Consulting?

1. **PhD in Public Leadership & Strategy Execution**, School of Public Leadership, University of Stellenbosch
2. **Project Management Professional (PMP)**: Anton is certified as Project Management Professional (PMP) by the Project Management Institute (PMI), USA, since 2000.
3. **Two Master Degrees in Management**: Anton is highly qualified in management. He holds a MBL degree (from UNISA) as well as a Master's Degree in Management (MMGT) from the University of Southern Queensland, Australia.
4. **Two Engineering Degrees**: Anton holds a B Eng degree as well as a B Eng (Hons) degree.
5. **Best PM Methodology**: Training is based on world best PM methodologies, according to the Project Management Institute's (PMI) Project Management Body of Knowledge (PMBOK).
6. **Experience in PM**: As project manager for over 30 years, he was involved in various projects, e.g., in water, sanitation, roads, traffic, stormwater, housing, buildings, socio-economic and institutional / organisational development.
7. **Unique Tailor-Made Manual**: This manual is unique, as it was developed specifically in Namibia for the Namibian context. It is practical with many illustrations and exercises. It relates to the corporate Strategic Plan and Balanced Scorecard.
8. **Training Experience**: Anton provided Project Management training to more than 2,000 people in Namibia and elsewhere in Africa over the last 20 years.
9. **Local as well as regional knowledge and experience**: Locally based expert with good contextual knowledge of Namibia; exposure in more than 12 countries, with 35 years' work experience.
10. **Knowledge of the Namibian Context**: Anton performed numerous successful projects in the last 20 years in Namibia – for the public sector, state-owned enterprises, NGOs and the private sector.
11. **Excellent written & presentation/facilitation/training skills**: Experienced writer, presenter and facilitator.



Testimonies:

The best course I ever attended.

Excellent course ... It is very useful and relevant to my work environment ... Learning by doing, turning theory into practice ... Good manual with good practical examples ... Very good integration of theory and practice ... Every manager should do this course.

Thank you, Anton, whole-heartedly. It was really great sharing your expertise with us. The course was really worth attending.

I want to use this opportunity to appreciate your mentoring. It is with pleasure that I extend my gratitude and mention that you are an amazing mentor with great character. I must admit that you have exceeded my expectations, well done Anton. I have learnt and gained a lot of very useful knowledge indeed and it is helping me very much in my everyday life already. You have made sure that you presented the course in a way that brings out the significant and interesting role that PM plays in our everyday lives. I appreciate all that you have transferred to me and I enjoyed every second of this course program. I am so glad I chose to attend my PM short course with Stratex Consulting. Thanks too for the information that you provided with me about the PMI, I shall look into that. I thank you and may the Lord bless and guide you always.

I am very delighted about the results. Please keep it up. Your facilitation style is excellent and thank you again. I wish you well in your work. Blessings!

Thank you for your course this week, you have an efficient, clear and pleasant teaching method (sensitive to trainees' needs), as I also gathered from other trainees who also indicated to me how they benefited from the course.

Thanks for a course well presented. I will help promote your next one. Definitely worth it. I am glad to have had our team as a part of this course....We really learned a lot and we will make it part of our business to be better project managers on every project.

The course was of great value. Thank you. I am enriched indeed and I won't be the same.

I had a wonderful time learning from you. The training was an eye-opener and I think my interest was triggered even more this time.

Thank you so much, I indeed received value for my money.

Your course is an exceptional learning experience which can't be missed by any PM professional. Keep it up and may God bless you. Thank you for your time and commitment to our team. We really appreciate your efforts.

This course opens one's mind and it allows one to do the right things.

The manual is precise and with clear notes. It is easy to understand.

The course is well prepared and complete; I like the inclusion of MS Project; It is very relevant

The course is very participatory and engaging; the presented allows and invites learner inputs;

Good balance between theory and practice

Excellent; good value; not too expensive; great insight gained; great; very relevant

Very refreshing and simplified

It was a real eye-opener. Thanks a lot.

This course exceeded my expectations. I will recommend it to all who deal with projects of any nature.

