

2021  
**COMPANY  
PROFILE**

[www.businesspeer.net](http://www.businesspeer.net)



## ABOUT US

BusinessPeer is a business coaching, consulting and professional training service provider in the Kurdistan region of Iraq, that was established in October 2018. BusinessPeer is local but works with a global mind-set in business. BusinessPeer is specialized in the operation of both Private sector and Non-profit Organizations; thus makes BusinessPeer a key player in providing business consulting in the area. The main office of BusinessPeer is located in Erbil city, capital of the Kurdistan Region of Iraq and provides business consulting services to any local, international company or NGO. Local and International clients are choosing our consulting services due to reliability and time/cost effectiveness. BusinessPeer operates in Iraq, UAE, Saudi Arabia, Kuwait, Algeria, Morocco, Azerbaijan and Turkey.

BusinessPeer is the first and only approved Certification Preparation Provider (CPP) for Human Resources Certification Institute (HRCI) in Iraq; for aPHRI, PHRI, SPHRI, and GPHR certifications. BusinessPeer is the only country affiliate for the International Supply Chain Education Alliance (ISCEA) for CSCA, CSCM, CDDP, CHSCM, and CBSCP Supply Chain certifications in Iraq. BusinessPeer is also the only approved partner for Human Resources Management Institute (HRMI®) for CHRP, CHRM, CHRD, CHRC, CCBM, CTDM HR Certifications in Iraq. In addition to that BusinessPeer is an approved Provider for SHRM for both SHRM-CP and SHRM-SCP certification programs in Iraq.

BusinessPeer is also a strategic partner for Cambridge Professional Academy (CPA) that is authorized to deliver the qualifications from Chartered Management Institute (CMI), Chartered Institute of Marketing (CIM) and Institute of Sales and Marketing (ISM) certifications as an authorized Cambridge Professional Academy distributor in Iraq. BusinessPeer is also an affiliated partner for Metropolitan School of Business and Management (MSBM) from the UK that enables us to provide variety certification and training programs from professional diploma degrees up to postgraduate and Master degrees.

BusinessPeer also provides coaching programs for CEOs, General Manager, Business Owners, Entrepreneurs and Team Managers. Our coaching programs tailored as per the client need to add more value for their success in their business life.



## MISSION & VISION



Increase the standards of the labour force in the market for increasing the efficiency and productivity of the human capital.



Provide world-class and cost-effective employment-linked training courses in a relaxed, friendly and accessible environment.



Forge and strengthen affiliation with some of the best international professional training institutions.



Offer candidates an international passport of gaining recognition in a multi-cultural work environment.



## SERVICES

Our services are reliable and trusted for creating results and value-adding approaches.

- ✓ BUSINESS AND MANAGEMENT CONSULTING
- ✓ BUSINESS COACHING
- ✓ INTERNATIONAL CERTIFICATION TRAININGS
- ✓ HUMAN RESOURCES OUTSOURCING
- ✓ ASSESSMENT / AUDITING
- ✓ SALARY SURVEY / PAY SCALE DESIGNING



# BUSINESS & MANAGEMENT CONSULTING

## START-UP

BusinessPeer® provides consultancy for the entrepreneur who wants to start their business. Our business consulting services can be provided as a turnkey solution for your start up or small business. We can also provide business consulting services for specific projects or specific tasks. We tailor our business consulting services to meet your needs and budget. If your in-house talent needs assistance, our business consulting services can fill the gap.

## RESHAPING & RESTRUCTURING

BusinessPeer® also provide support for re-shaping the business structure of the companies for a more efficient, cost-effective, and organized business structure. This support will be from A to Z of business.

## PLAN & CANVAS MODEL

Writing down your business idea and visualize it through a clear model step by step has been made easier now. BusinessPeer® helps you to write down your business idea on the paper, in a professional format that makes easy to understand your business idea and how your business will work. Either you want a full detailed business plan, or one-page canvas model to understand your business, BusinessPeer® will provide the template and a step by step guide and the implementation strategy for your business plan.



# BUSINESS COACHING

## WHY COACHING?

Our business coaches help they successful entrepreneurs and CEO to add more value to their success. Coaching services are for successful people; in another words, its delivered for those who understand the true value of success.

- ✓ Business Coaching
- ✓ CEO Coaching
- ✓ Entrepreneur Coaching
- ✓ Management Coaching
- ✓ Career Coaching
- ✓ Life Coaching

## WHAT COACHING BRINGS TO YOU?

- ✓ Increase Profitability
- ✓ Support & Accountability
- ✓ More Time & Money
- ✓ Improved Clarity & Focus
- ✓ Real Result
- ✓ Drive Sales

## VALUES WE DELIVER IN COACHING

- ✓ Build a plan to meaningfully increase your profitability in the next 12 months
- ✓ Develop new strategic relationships to dramatically impact your success
- ✓ Focus on the 3-4 decisions per year that really matter
- ✓ Assistance and guidance with executing your plan
- ✓ Maximize sales performance
- ✓ Build a corporate culture that gets results
- ✓ Create real value in your business
- ✓ Stay accountable
- ✓ Think Big



# HUMAN RESOURCES OUTSOURCING

Outsourcing HR means to obtain HR services from qualified contractors who are capable of getting the job done while saving you manpower, money and time. It "enables a company to focus on HR activities with the most strategic value. Instead of becoming tangled up in the busy work including regularly routine tasks of payroll, employee administrative support, and benefits administration. Small and large businesses have to ask themselves if they can handle the HR roles required while still providing other company services necessary for operation and profit. In the end, companies will choose to outsource to avoid heavy workloads and legal headaches, and instead focus on the company's primary focus and responsibilities.



HR  
MANAGEMENT



PAYROLL  
MANAGEMENT



RECRUITMENT  
OUTSOURCING



PERFORMANCE  
MANAGEMENT



EMPLOYEE  
HANDBOOK



HR FILING  
SYSTEM



CONTRACT  
MANAGEMENT



INCOME TAX  
CALCULATION



LEAVE  
MANAGEMENT



SALARY SCALE  
STRUCTURING



HR TEMPLATES  
& FORMS



WORKFORCE  
PLANNING



EMPLOYEE TIME  
TRACKING



SALARY  
MAPPING



HR  
AUDITING

## THE STATURE OF BUSINESSPEER TRAINING COURSES

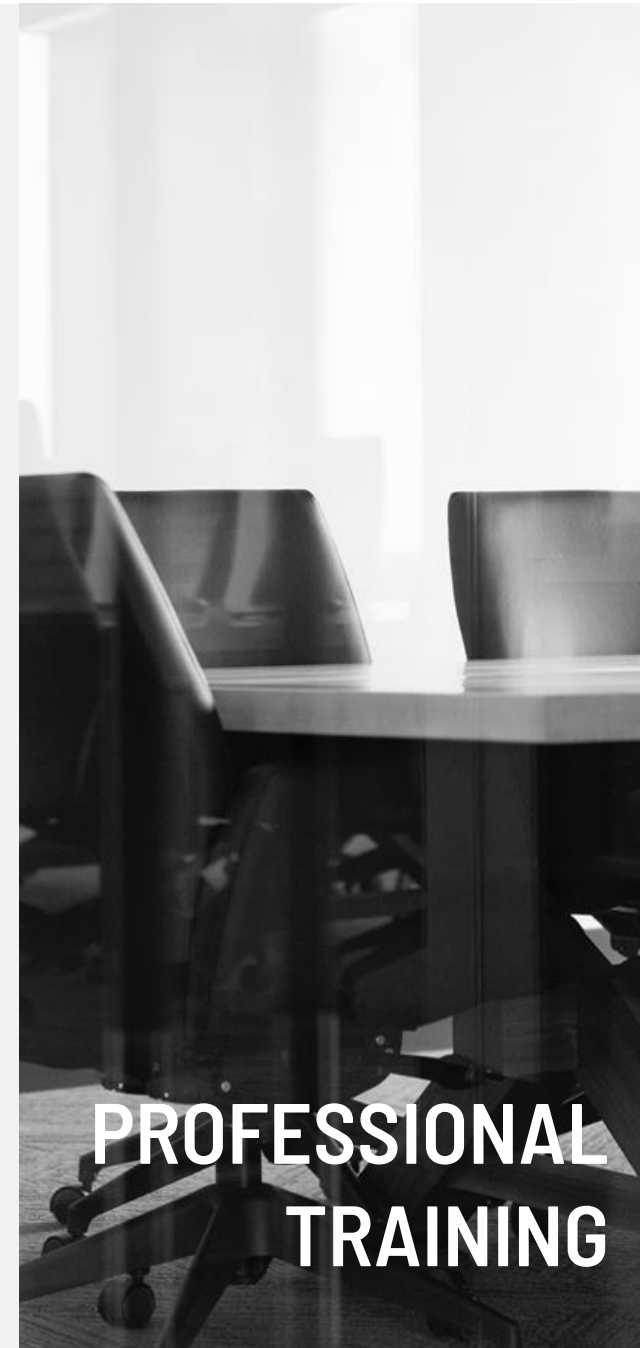
We are at a time in which our own existence is changing under the influence of new technologies. For us at BusinessPeer, each perceived challenge opens up many new opportunities for offering excellent training courses – second to none.

The variety of advanced training courses and certification services we offer make decision-making easier for you to boost your career.

We continuously strive to translate our efforts and commitment to provide excellence in keeping our training courses updated with the latest trends, standards, best practices, and approaches. Our experts work tirelessly to bring valuable, sophisticated training courses, containing relevant information that meet your needs and serve as a reliable source of information; all that made possible through our customer-oriented approach at the core of our company culture.

With education being an ever-evolving space, and learners increasingly diverse in nature and preferences, we have options available that respond to each learner's need and preference of receiving information, from traditional and contemporary learning practices to innovative ones, offering a jump start on the path to excellence.

We listened, and answered. Easing the road to success. Isn't that the ultimate goal?



**PROFESSIONAL  
TRAINING**





## GO BEYOND ORDINARY AND LEARN IN THE FORMAT THAT SUITS YOU

How can our certification training courses help you shape your career path?

While every individual and organization is unique, we have tailored each of our training courses to reflect and address the needs and requests of the individuals in the modern world; that being an ever-changing environment with day-to-day evolving technologies. To keep you ahead of the trends, we have developed training courses in an array of topics ranging from information security, business continuity, health and safety, data protection, sustainability, and more. It is time for you to be in charge of your personal development, and we are here to accompany you in this journey



## BUSINESSPEER TRAINING COURSE FORMATS

Education is an ever-evolving space. That is why in this increasingly diverse world of individuals and rapid digital transformation reshaping every aspect of our lives, the “one-size-fits-all” concept simply does not apply anymore. It is therefore imperative that each education provider understand how to embrace this trend by acknowledging, and most importantly, addressing the diverse nature, unique needs, and learning preferences of each individual.

We remain committed to acknowledge this multitude of different types of learners and help them all equally improve their skills and develop professionally and intellectually. In order to achieve this, and ensure that learning is enriching, BusinessPeer has options available that easily and effectively respond to each learner’s needs and preferences of receiving information.

Our training course delivery formats reflect an amalgamation of successful traditional, contemporary, and innovative learning practices.

Take the next step in your education and competence development by learning more about our training course delivery formats.

### **Classroom**

Our classroom training courses are participant centered and delivered in different venues of Iraq, Dubai, Saudi Arabia, and Kuwait by BusinessPeer’s Certified Trainers.

This training delivery format can be especially beneficial for those wishing to learn through cooperative activities and group work as well as have interaction with peers, share experiences, ideas, and opinions. This remains the most comprehensive format that allows participants to capture the entire experience of training



### **Live Online**

Our live online training courses are synchronized events organized in a live virtual meeting room/ classroom environment. These training courses offer an engaging and interactive learning experience led by our Certified Trainers via sophisticated tools that allow remote teaching.

This training delivery format makes learning more accessible to our candidates in new ways, especially to those who do not have traveling as an option, or when late classes are the only feasible alternative.

### **eLearning**

The BusinessPeer eLearning training courses are neither location constrained nor time bound. This method is technologically enabled and is delivered by our Certified Trainers in pre-recorded video format. These training courses have been catered to meet each individual's needs and have been designed with the aim of transcending spatial and temporal restrictions.

With the BusinessPeer eLearning, it has never been easier and more convenient to be a learner. You can take these training courses on any device and from any location that makes learning a comfortable experience owing to the flexibility and freedom it offers. Participants will take quizzes that will allow for interactivity, and will be equipped with additional reading material to enhance their knowledge. For those interested, our Resellers also will provide additional Live Q&A sessions with competent trainers to offer additional coaching.

### **Self-Study**

If you want to take a training course at your own pace and a place of your choice, you can engage in self-study, for which all that is needed is access to the BusinessPeer training course materials.

One of the major advantages of our self-study training course delivery format is that you can take control of your own learning and direct your own studying. This format is feasible for participants who have a considerable knowledge on the subject and do not require assisted lecturing. Regardless of the training course format, all participants will have access to the training course material digitally via different solutions. After completing the training course in any BusinessPeer training course delivery format, you can enter the exam from anywhere in the world through the BusinessPeer Exams Options. Finally, those who successfully pass the exam can apply for certification.



We provide internationally recognized certifications in Human Resources with one of the Top3 HR Certification Body awards in the world. BusinessPeer is the only Certification Preparation Provider for Human Resources Certification Institute (HRCI) in Iraq. Our preparation programs are delivered in different formats, with approved study materials from HRCI by accredited HRCI certified trainers.

- ✓ aPHRi – Associated Professional in Human Resources – International
- ✓ PHRi – Professional in Human Resources – International
- ✓ SPHRi – Senior Professional in Human Resources – International
- ✓ GPHR – Global Professional in Human Resources



If you are new to HR and want to distinguish yourself early on, the Associate Professional in Human Resources - International™ (aPHRi™) from HRCI is the perfect certification to help propel your career growth and provide you with the confidence to launch into the HR profession. Be one of the first to earn your aPHRi — earn the **aPHRi** and prove your knowledge of foundational Human Resources in any locale.

#### Eligibility:

To be eligible for the aPHRi you must have a high school diploma or global equivalent. No HR experience is required since this is a knowledge-based credential.

#### Exam Length & Format:

- Exam time: 2 hours and 15 minutes.
- Exam length: 100 scored questions (mostly multiple-choice) + 25 pre-test questions
- Language: English, Computer-based exam at a [Pearson VUE testing centre](#), Erbil, KRI-IRAQ.

#### Package:

- Exam Preparation Course program. (40 hours of preparation)
- Study materials (books, slideshows, flashcards, case studies, audio & videos, Question bank)
- Embargo Clearance from HRCI
- Exam Centre with Pearson VUE centre in Iraq.
- Certificate of Completion of HRCI Certification Preparation Course with BusinessPeer Logo.
- Printed and Electronic Certification from HRCI.
- Exam Question Bank during the preparation course.
- Tips and techniques for exam.
- Full support in exam application, scheduling, payment.
- The fee includes (Certificate Application Fee, Exam Fee, Course Preparation Program, Course Materials, Printed Certification)
- An Online Guide for successful exam preparation, includes study and test taking tips.





Earn international HR acclaim with the Professional in Human Resources - International™ (PHRi™) from HRCI®. The PHRi (formerly the Human Resources Business Professional™ or HRBP™), for internationally based practitioners, validates professional-level competency, knowledge and skills to help to propel your HR career forward. With the PHRi, you demonstrate mastery of generally accepted technical and operational HR principles in a single international setting.

#### Eligibility:

To be eligible for the PHRi you must meet one of the following conditions for education and experience:

- Have at least one year of experience in a professional-level HR position + a master's degree or global equivalent,
- Have at least two years of experience in a professional-level HR position + a bachelor's degree or global equivalent, OR
- Have at least four years of experience in a professional-level HR position + a high school diploma or global equivalent.

#### Exam Length & Format:

- Exam time: 3 hours and 15 minutes.
- Exam length: 145 scored questions (mostly multiple-choice) + 25 pre-test questions
- Language: English, Computer-based exam at a [Pearson VUE testing centre](#), Erbil, KRI-IRAQ.

#### Package:

- Exam Preparation Course program (48 hours of preparation)
- Study materials (books, slideshows, flashcards, case studies, audio & videos, Question bank)
- Embargo Clearance from HRCI
- Exam Centre with Pearson VUE centre in Iraq.
- Certificate of Completion of HRCI Certification Preparation Course with BusinessPeer Logo.
- Printed and Electronic Certification from HRCI.
- Exam Question Bank during the preparation course.
- Tips and techniques for exam.
- Full support in exam application, scheduling, payment.
- An Online Guide for successful exam preparation, includes study and test taking tips.





Demonstrate your strategic international HR leadership with the Senior Professional in Human Resources - International™ (SPHRI™) from HR Certification Institute (HRCI). The SPHRI (formerly the Human Resources Management Professional™ or HRMP™), for internationally based HR leaders, validates senior-level HR competency and mastery of generally accepted HR principles in strategy, policy development and service delivery in a single international setting.

#### Eligibility:

To be eligible for the SPHRI you must meet one of the following conditions for education and experience\*:

- Have at least four years of experience in a professional-level HR position + a master's degree or global equivalent,
- Have at least five years of experience in a professional-level HR position + a bachelor's degree or global equivalent, OR
- a minimum of seven years of experience in a professional-level HR position + a high school diploma or global equivalent.

\* *The SPHRI requires documented knowledge of local employment laws.*

#### Exam Length & Format:

Exam time: 2 hours and 30 minutes.

Exam length: 105 scored questions (mostly multiple-choice) + 25 pre-test questions

Language: English, Computer-based exam at a [Pearson VUE testing centre](#), Erbil, KRI-IRAQ

#### Package:

- Exam Preparation Course program. (48 hours of preparation)
- Study materials (books, slideshows, flashcards, case studies, audio & videos, Question bank)
- Exam Centre with Pearson VUE centre in Iraq.
- Certificate of Completion of HRCI Certification Preparation Course with BusinessPeer Logo.
- Printed and Electronic Certification from HRCI.
- Exam Question Bank during the preparation course.
- An Online Guide for successful exam preparation, includes study and test taking tips.



Let the business world know you have the knowledge and skills needed to manage HR challenges in a global marketplace. Earn the Global Professional in Human Resources® (GPHR®) from HRCI®. The GPHR demonstrates your expertise of multinational HR responsibilities, including strategies of globalization development of HR policies and initiatives that support organizational global growth. If you're an HR leader practicing primarily outside of the U.S., please see our aPHRi, PHRi or SPHRi certifications.

#### Eligibility:

To be eligible for the GPHR you must meet one of the following conditions for education and/or experience:

- ✓ Have at least two years of experience in a professional-level HR position + a Master's degree or higher,
- ✓ Have at least three years of experience in a professional-level HR position + a Bachelor's degree, OR
- ✓ Have at least four years of experience in a professional-level HR position.

#### Exam Length & Format:

Exam time: 3 hours

Exam length: 140 scored questions (mostly multiple-choice) + 25 pre-test questions

Language: English, Computer-based exam at a Pearson VUE testing centre, Erbil, KRI-IRAQ

#### Package:

- Exam Preparation Course program. (48 hours of preparation)
- Study materials (books, slideshows, flashcards, case studies, audio & videos, Question bank)
- Exam Centre with Pearson VUE centre in Iraq.
- Certificate of Completion of HRCI Certification Preparation Course with BusinessPeer Logo.
- Printed and Electronic Certification from HRCI.
- Exam Question Bank during the preparation course.
- An Online Guide for successful exam preparation, includes study and test taking tips.





The leading provider of CIM, ISM, and CMI qualifications, Professional Academy delivers high quality training in management and leadership, sales, marketing and digital marketing.

As a one-stop-shop, Professional Academy offers the complete package. From professionals looking to gain new qualifications to companies seeking in-house training, we provide custom-designed courses, exceptional trainers, one-to-one support and an advanced online learning management system. BusinessPeer as a strategic partner for Cambridge Professional Academy facilitates to deliver accredited and internationally recognized certifications from the fields below:

- ✓ Chartered Management Institute (CMI)
- ✓ Chartered Institute of Marketing (CIM)
- ✓ Institute of Sales and Marketing (ISM)



HR professionals who implement policies and strategies, serve as point of contact for staff and stakeholders, deliver HR services, and perform operational HR functions, should take the SHRM-CP exam.

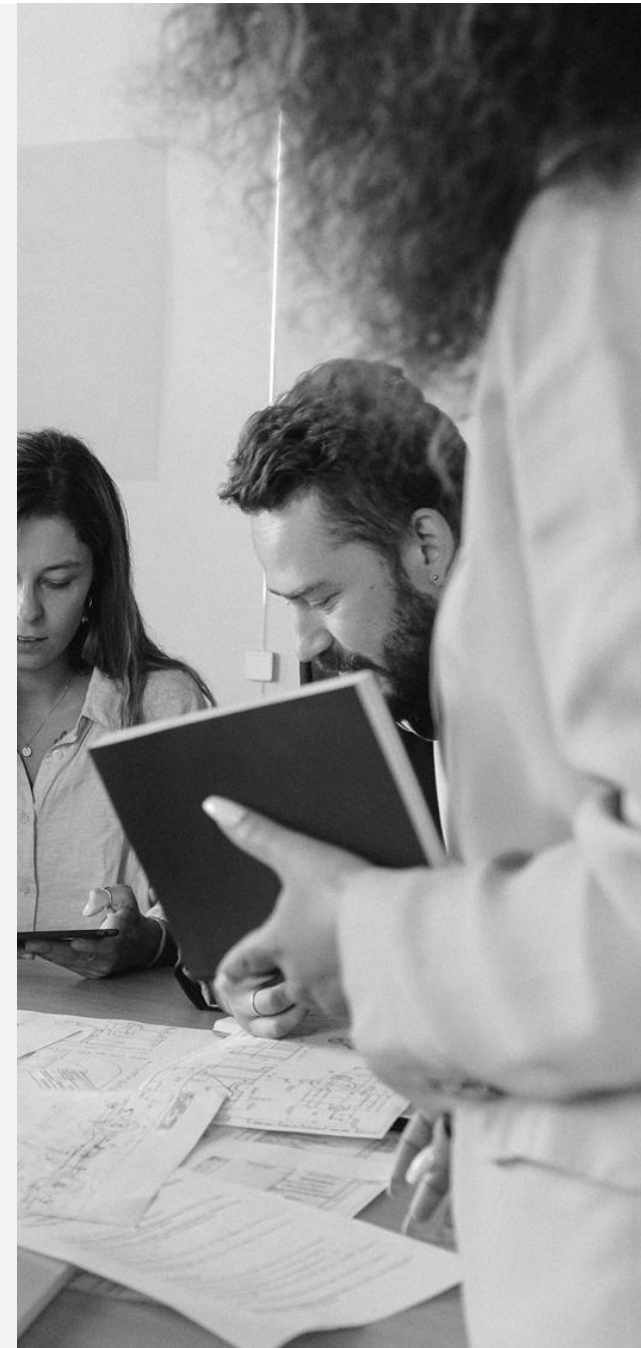
Eligibility:

Credential	Less than Bachelor Degree		Bachelor's Degree		Graduate Degree	
	HR-Related Program	Non-HR Program	HR-Related Program	Non-HR Program	HR-Related Program	Non-HR Program
SHRM-CP	3 years in HR role	4 years in HR role	1 year in HR role	2 years in HR role	Currently in HR role	1 year in HR role

Exam Length & Format:

- ✓ Computer-based experience
- ✓ 4 hours in length
- ✓ 160 questions (95 knowledge items/65 situational judgment items).
- ✓ Exam dates are divided on Spring Test and Winter Test Windows.

For more details contact BusinessPeer on contact details or directly email to [shrm@businesspeer.net](mailto:shrm@businesspeer.net)





Earn international HR acclaim with the Professional in Human Resources - International™ (PHRi™) from HRCI®. The PHRi (formerly the Human Resources Business Professional™ or HRBP™), for internationally based practitioners, validates professional-level competency, knowledge and skills to help to propel your HR career forward. With the PHRi, you demonstrate mastery of generally accepted technical and operational HR principles in a single international setting.

Eligibility:

Credential	Less than Bachelor Degree		Bachelor's Degree		Graduate Degree	
	HR-Related Program	Non-HR Program	HR-Related Program	Non-HR Program	HR-Related Program	Non-HR Program
SHRM-SCP	6 years in HR role	7 years in HR role	4 year in HR role	5 years in HR role	3 years in HR role	4 year in HR role

Exam Length & Format:

- ✓ Computer-based experience
- ✓ 4 hours in length
- ✓ 160 questions (95 knowledge items/65 situational judgment items).
- ✓ Exam dates are divided on Spring Test and Winter Test Windows.

For more details contact BusinessPeer on contact details or directly email to [shrm@businesspeer.net](mailto:shrm@businesspeer.net)





## HUMAN RESOURCES MANAGEMENT INSTITUTE®

HRMI® is a United States of America 501(c) international non-profit organization operating globally with registered centres worldwide extend seamless access to high quality, affordable and convenient learning opportunities as well as global knowledge transfer network throughout its headquarters. However, the HRMI® is an affiliated to the World Green Economy Council (WGECO®), recognized by European Union (EU) with registration no 106232728140-79 and United Nations Department of Economic & Social Affairs (UN-DESA) and United Nations Global Compact with registration no 112301.

HRMI® complying with the requirements of ISO 17024 which is a globally accepted accreditation standard for organizations that certify personnel worldwide. BusinessPeer is an approved provider for HRMI in Iraq to provide the certification programs as below:

- ✓ CHRP – Certified Human Resources Professional
- ✓ CHRM – Certified Human Resources Manager
- ✓ CHRC – Certified Human Resources Consultant
- ✓ CHRD – Certified Human Resources Director
- ✓ CTDM – Certified Training & Development Manager
- ✓ CCBM – Certified Compensation & Benefits Manager

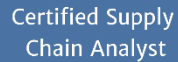


International  
Supply Chain  
Education Alliance

The International Supply Chain Education Alliance (ISCEA) was the first organization certifying supply chain professionals around the globe, and it remains the worldwide authoritative resource for supply chain career development with thousands of certificate holders commanding top-tier salaries.

ISCEA was established in 2003 in Cleveland, Ohio, USA to fill the need of high impact training for supply chain professionals. ISCEA conducts supply chain educational workshops, exams, exhibitions, networking events, and award receptions Worldwide. ISCEA instructors are University Professors and/or Industry experts with many years of experience.

ISCEA is the developer of Internationally recognized certification programs of Certified Supply Chain Manager (CSCM), Certified Supply Chain Analyst (CSCA), Certified Lean Master (CLM), Certified Supply Chain Technology Professional (CSCTP), Certified Demand Driven Planner (CDDP) and others. ISCEA is the governing body for the Ptak Prize. ISCEA members hold mid to upper supply chain management positions in Global 2000 companies.

This program is designed to provide you the opportunity to demonstrate your mastery of the body of knowledge relating to the basics of the supply chain. Foundational topics, theories, decision aids, strategies, etc. will be presented in a clear and concise manner. Specifically, some of the topics presented are Sourcing, the role of inventory in the supply chain, MRP, and Transportation. Beyond these specific supply chain topics, related issues such as Team dynamics, Sustainability, Lean and continuous improvement tools, will be presented. A CSCA designation demonstrates your expertise.

#### Eligibility:

- Entry level supply chain professionals.
- Organizations in need of a baseline common language for their supply chain team.
- Individuals involved in supply chain improvement projects or systems implementation (eg. ERP, Lean, etc).
- Proactive individuals looking to stand out in the eyes of recruiters or current employers.

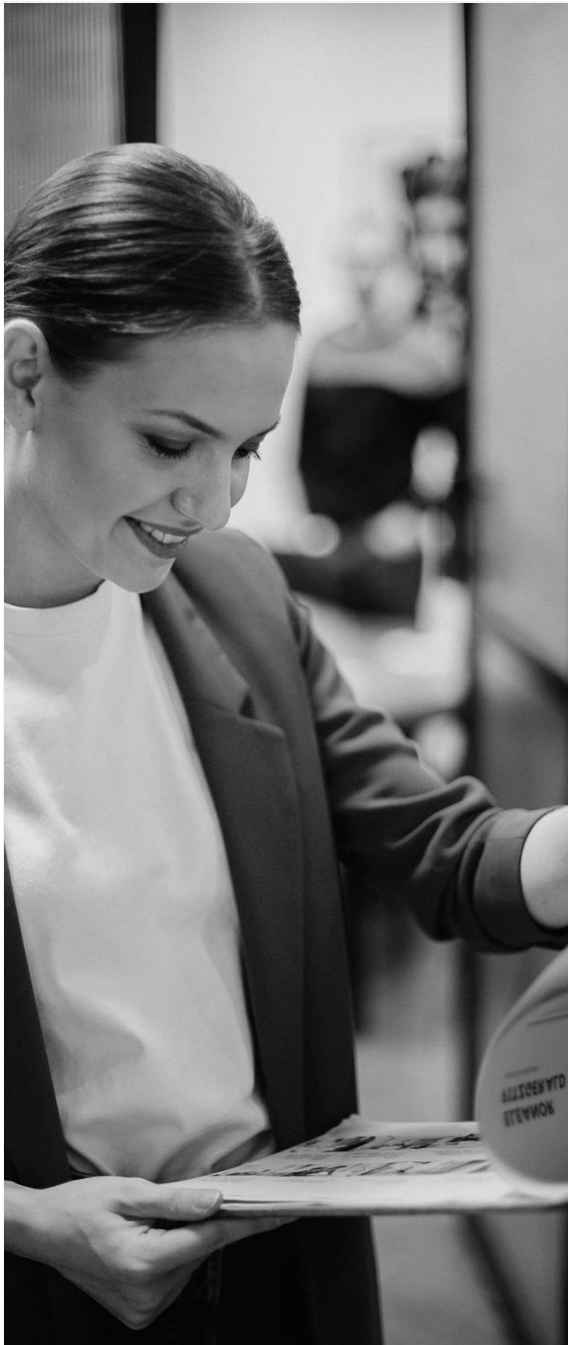
#### Exam Length & Format:

- Exam time: 120 minutes.
- Exam length: 100 Questions (multiple-choice)
- Language: English, Online Proctored Exam

#### Package:

- Exam Preparation Course program (20 hours of preparation)
- Study materials (books, slideshows, flashcards, case studies, audio & videos, Question bank)
- Accredited Expert in Supply Chain Management from ISCEA.
- Certificate of Completion of ISCEA Certification Preparation Course with BusinessPeer Logo.
- Printed and Electronic Certification from ISCEA.
- Exam Question Bank during the preparation course.
- Tips and techniques for exam.
- Full support in exam application, scheduling, payment.
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# CSCM

Certified Supply  
Chain Manager

This program is designed to provide you the opportunity to demonstrate your mastery of the body of knowledge relating to the supply chain. It is designed, combining theory and current industry practice, to provide insight and support for daily decisions. In addition to the in-depth coverage of the standard supply chain tools, strategies and methodologies, it also covers topics such as Leadership, Theory of Constraints, Lean Six Sigma, and Operational Accounting. A CSCM designation demonstrates that you are both an expert in supply chain theory, and a practitioner. It demonstrates your capability to manage and lead a modern supply chain organization.

#### Eligibility:

- Supply chain professionals empowered to make strategic decisions.
- Organizations wanting to improve their competitive edge by providing their executives an holistic supply chain perspective.
- Individuals leading a supply chain transformation within their organizations.
- Top level managers, entrepreneur's and business consultants.

#### Exam Length & Format:

- Exam time: 240 minutes.
- Exam length: 200 Questions (multiple-choice)
- Language: English, Online Proctored Exam

#### Package:

- Exam Preparation Course program (40 hours of preparation)
- Study materials (books, slideshows, flashcards, case studies, audio & videos, Question bank)
- Accredited Expert in Supply Chain Management from ISCEA.
- Certificate of Completion of ISCEA Certification Preparation Course with BusinessPeer Logo.
- Printed and Electronic Certification from ISCEA.
- Exam Question Bank during the preparation course.
- Tips and techniques for exam.
- Full support in exam application, scheduling, payment.
- An Online Guide for successful exam preparation, includes study and test taking tips.

**CDDP**Certified Demand  
Driven Planner

The Certified Demand Driven Planner exam preparation is comprised on 18 modules of in-depth demand driven supply chain education. The CDDP program is the official preparatory course for the ISCEA's Certified Demand Driven Planner (CDDP) certification which is internationally accredited by the IISB (ISCEA International Standard Board). The Certified Demand Driven Planner (CDDP) exam preparation is designed for Professionals, Managers and Planners responsible for implementing & maintaining Demand Driven Model.

**Eligibility:**

- Strategic Decision Makers, Managers & Planners of Production & Distribution.
- Manufacturing, Warehousing & Logistics Professional, Materials Managers & MRP implementers.
- Demand Planners & Inventory Controller, IT Architects in SCM.

**Exam Length & Format:**

- Exam time: 120 minutes.
- Exam length: 100 Questions (multiple-choice)
- Language: English, Online Proctored Exam

**Package:**

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# CHSCA

Certified HealthCare  
Supply Chain  
Analyst

Healthcare Supply Chain Management (SCM) is a program focuses on the delivery of products and services to the right place at the right time at the right price in order to achieve this outcome. The Certified Healthcare Supply Chain Analyst (CHSCA) is designed to provide participants the ability to demonstrate mastery related to topics uniquely related to healthcare supply chain principles, which vary from traditional manufacturing supply chain topics. While the certification covers some of the traditional supply chain topics seen in other industries, such as purchasing, transportation and sourcing, it also covers healthcare-specific topics such as GS1, healthcare innovation, supply chain risk management and healthcare demand planning.

#### Eligibility:

- Entry level employees having recently or who are planning to join the ranks of healthcare supply chain.
- Healthcare suppliers who wish to better understand the healthcare market and healthcare supply chain.
- Organizations who wish to learn more about the unique nuances of healthcare supply chain.
- Employees who may interact and work with professionals in healthcare supply chain, such as IT partners, physicians, nurses and administration.
- Students with an interest in supply chain and carving out a niche in healthcare supply chain.

#### Exam Length & Format:

- Exam time:120 minutes.
- Exam length: 100 Questions (multiple-choice)
- Language: English, Online Proctored Exam

#### Package:

- Exam Preparation Course program (20 hours of preparation)
- Study materials (books, slideshows, flashcards, case studies, audio & videos, Question bank)
- Accredited Expert in Supply Chain Management from ISCEA.
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**CAMBRIDGE  
PROFESSIONAL  
ACADEMY**

The leading provider of CIM, ISM, and CMI qualifications, Professional Academy delivers high quality training in management and leadership, sales, marketing and digital marketing.

As a one-stop-shop, Professional Academy offers the complete package. From professionals looking to gain new qualifications to companies seeking in-house training, we provide custom-designed courses, exceptional trainers, one-to-one support and an advanced online learning management system. BusinessPeer as a strategic partner for Cambridge Professional Academy facilitates to deliver accredited and internationally recognized certifications from the fields below:

- ✓ **Chartered Management Institute (CMI)**
- ✓ **Chartered Institute of Marketing (CIM)**
- ✓ **Institute of Sales and Marketing (ISM)**



The Chartered Management Institute (CMI) is the UK's leading organisation for professional managers, representing and supporting over 81,000 members and committed to promoting and setting the standards in management excellence.

Whether you are relatively new to supervision and management or are working at a senior management level, Professional Academy has a range of management courses to suit you and also allows you progress through the stages as you develop your skills and career.

All CMI Management and Leadership Courses from Professional Academy can be undertaken as an Online Management Course or via Blended Learning with workshops at any of our UK study centres in Birmingham, Cambridge, London and Manchester.

CMI Course Levels:

- ✓ **CMI Management and Leadership Course LEVEL 5**
- ✓ **CMI Management and Leadership Course LEVEL 7**

## CMI Management and Leadership Course – Level 5

Building on your 'hands on' management experience, this course focuses on the practical aspects of management including using plans to manage resources, personnel and customer awareness.

### Who are Management and Leadership qualifications for?

Designed for those who are relatively new or are already operating in a first-line management or a supervisory role and this qualification is ideal if you wish to improve your knowledge and skills to progress further or have had little or no formal training in management.

### How do the courses work?

This qualification can be studied in one of three ways; an award, certificate, diploma or extended diploma.

### Entry requirements

There are no formal entry requirements however we recommend that this course is most suitable if you have gained approximately two years of supervisory or management experience.

If English is not your first language, evidence of at least IELTS level 6.5 or Trinity ISE III/IV will also be required.

### How long will it take?

There are multiple hand-in dates a year and you can begin your studies at any time.

The course is structured to allow flexibility when studying the course, as such there are several ways the course can be studied:

- **An Award in Management & Leadership** which is made up of a single unit can be completed within 3 months.
- **A Certificate in Management & Leadership** which is made up of 3 units can be completed in 6 - 9 months.
- **A Diploma in Management & Leadership** can be completed with a combination of up to 8 units over a 12 - 15 month period.
- **An Extended Diploma in Management & Leadership** is constructed of up to 12 units which when studied will take between 15 - 18 months to complete although you can choose to study at a faster or slower pace to suit your requirements.

On completion of this course you will be entitled to begin studying for the Chartered Management Institute (CMI) Diploma in Strategic Management and Leadership and use the designator letters MCMI.



## CMI Management and Leadership Course – Level 7

A comprehensive qualification developing existing management skills to a strategic level enabling you to perform effectively as a senior manager and support the implementation of your organisation's strategy.

### Who are Strategic Management & Leadership Qualifications for?

Designed specifically for Managers who are responsible for the development and performance of staff and would like to build on this experience to gain a more in depth understanding of organisational strategy.

### How do the courses work?

This qualification can be studied in one of three ways; an award, certificate, diploma or extended diploma.

### Entry requirements

There are no formal entry requirements however we recommend that this course is most suitable for middle to senior managers who have gained approximately ten years of management experience.

If English is not your first language, evidence of at least IELTS level 6.5 or Trinity ISE III/IV will also be required.

### How long will it take?

There are two/three hand-in dates a year and you can begin your studies at any time.

The course is structured to allow flexibility when studying the course, as such there are several ways the course can be studied:

- **An Award in Strategic Management & Leadership** which is made up of a single unit can be completed within 3 months.
- **A Certificate in Strategic Management & Leadership** which is made up of 3 units can be completed in 6 - 9 months.
- **A Diploma in Strategic Management & Leadership** can be completed with a minimum combination of 6 units over a 9 - 12 month period.
- **An Extended Diploma in Strategic Management & Leadership** is constructed of nine units which when studied will take between 12 - 18 months to complete although you can choose to study at a faster or slower pace to suit your requirements.

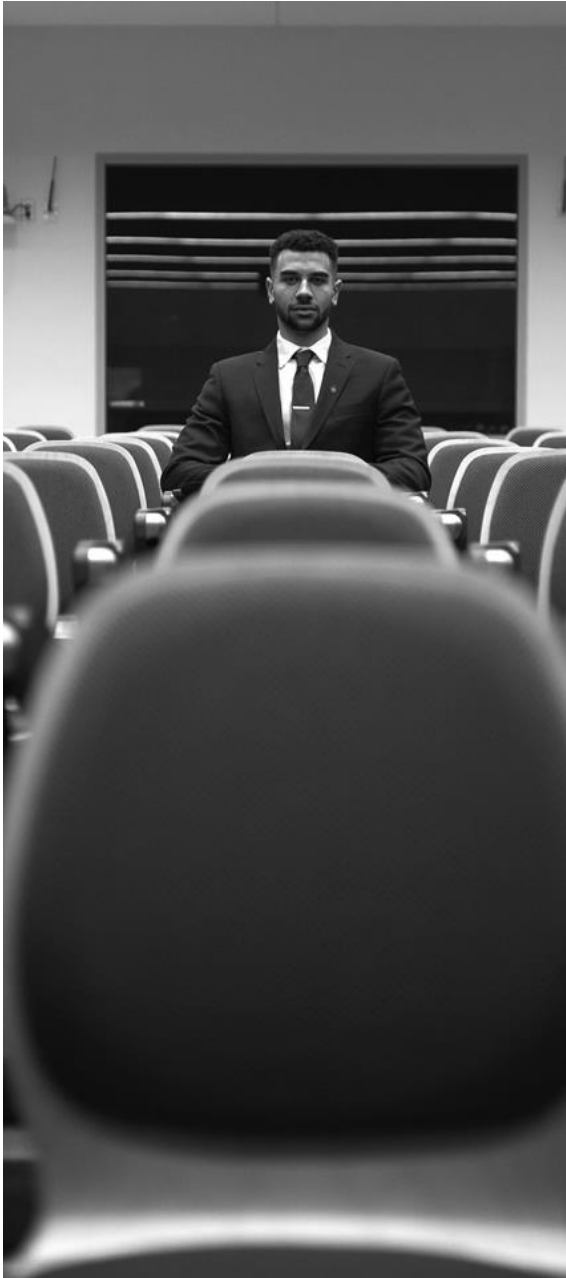
On completion of this course you will be entitled to begin studying for the Chartered Management Institute (CMI) Diploma in Strategic Management and Leadership and use the designator letters MCMI.





Authorised Cambridge Professional Academy Distributor

The Chartered Institute of Marketing (CIM), is the World's largest and well established professional body for marketing courses with over 30,000 members and is dedicated to helping marketing professionals keep up with the latest trends and marketing best practice and build on their existing achievements to create a stronger, more proactive and cutting-edge profession ready to meet the challenges of the future. Whether you are thinking about beginning a career in marketing or you have been working in a marketing role for some time, the CIM offer varying levels of professional marketing and digital marketing qualifications, allowing you to progress through the stages as you develop your skills and career.



## CIM FOUNDATION CERTIFICATE IN PROFESSIONAL MARKETING – LEVEL 3

The CIM Level 3 Foundation Certificate in Professional Marketing will equip those new to marketing with the knowledge, skills, and understanding to be able to perform in a support level role, and carry out an essential and successful professional marketing role within the workplace.

### **Who is the Foundation Certificate in Professional Marketing for?**

The CIM Level 3 Foundation Certificate in Professional Marketing is aimed at both those who are in a job that already involves marketing or those who wish to find out about marketing with the intention of starting a marketing career.

**Typical job titles may include:** Marketing Assistant, Promotional Assistant or Marketing Campaigns Assistant.

### **Entry requirements**

It is not necessary to have any previous experience or knowledge of marketing. If English is not your first language, you will also need to provide evidence of achieving one of the following English Language qualifications within the last two years: IELTS Academic Module with overall score of 6.5 (each component pass mark must be 6.0 or above) or Cambridge Certificate of Advanced English grade B or above. CIM will consider other equivalent alternatives.



## CIM FOUNDATION CERTIFICATE IN PROFESSIONAL DIGITAL MARKETING – LEVEL 3

The CIM Level 3 Foundation Certificate in Professional Digital Marketing will equip those new to marketing with the knowledge, skills, and understanding to be able to perform in a support level role, in a digital context and carry out an essential and successful professional marketing role within the workplace.

### **Who is the Foundation Certificate in Professional Digital Marketing for?**

The CIM Level 3 Foundation Certificate in Professional Digital Marketing is aimed at both those who are in a job that already involves digital marketing or those who wish to find out about digital marketing with the intention of starting a digital marketing career.

**Typical job titles may include:** Digital Marketing Assistant, Social Media Assistant or Content Marketing Assistant.

### **Entry requirements**

It is not necessary to have any previous experience or knowledge of marketing. If English is not your first language, you will also need to provide evidence of achieving one of the following English Language qualifications within the last two years: IELTS Academic Module with overall score of 6.5 (each component pass mark must be 6.0 or above) or Cambridge Certificate of Advanced English grade B or above. CIM will consider other equivalent alternatives.





## CIM CERTIFICATE IN PROFESSIONAL MARKETING – LEVEL 4

The CIM Level 4 Certificate in Professional Marketing will equip the student with the knowledge, skills and understanding to be able to perform at an operational level and carry out an essential and successful professional marketing role within the workplace.

### Who is the Certificate in Professional Marketing For?

The CIM Level 4 Certificate in Professional Marketing is aimed at the aspiring professional marketer who wishes to gain knowledge and skills to succeed and progress within a career in marketing.

**Typical job titles may include the following:** Marketing Executive, Marketing Officer, Marketing Communications Executive and Communications Specialist.

### Entry Requirements

- One or more of the following is required to gain entry onto this qualification:
- Any CIM Level 3 Foundation or Introductory Certificate
- Any relevant Level 3 qualification
- Any UK Degree
- International equivalent International Baccalaureate (equivalent to NQF Level 3 and above)
- Professional practice (suggested one year in a marketing role) and diagnostic assessment onto Level 4
- If English is not your first language, you will also need to provide evidence of achieving one of the following English Language qualifications within the last two years: IELTS Academic Module with overall score of 6.5 (each component pass mark must be 6.0 or above) or Cambridge Certificate of Advanced English grade B or above. CIM will consider other equivalent alternatives.



## CIM CERTIFICATE IN PROFESSIONAL DIGITAL MARKETING – LEVEL 4

The CIM Level 4 Certificate in Professional Digital Marketing will equip the student with the knowledge, skills and understanding to support decision making within a digital context at an operational level and carry out an essential and successful professional marketing role within the workplace.

### Who is the Certificate in Professional Digital Marketing for?

The CIM Level 4 Certificate in Professional Digital Marketing is aimed at the aspiring professional digital marketer who wish to gain knowledge and skills to succeed and progress within a career in marketing.

**Typical job titles may include the following:** Digital Marketing Executive, Digital and Social Media Executive, Content Marketing Executive and Display Advertising Executive.

### Entry Requirements

- One or more of the following is required to gain entry onto this qualification:
- One or more of the following is required to gain entry onto this qualification:
- Any CIM Level 3 Foundation or Introductory Certificate
- Any relevant Level 3 qualification
- Any UK Degree
- International equivalent International Baccalaureate (equivalent to NQF Level 3 and above)
- Professional practice (suggested one year in a marketing role) and diagnostic assessment onto Level 4
- If English is not your first language, you will also need to provide evidence of achieving one of the following English Language qualifications within the last two years: IELTS Academic Module with overall score of 6.5 (each component pass mark must be 6.0 or above) or Cambridge Certificate of Advanced English grade B or above. CIM will consider other equivalent alternatives.





## CIM DIPLOMA IN PROFESSIONAL MARKETING – LEVEL 6

The CIM Level 6 Diploma in Professional Marketing will establish the knowledge, skills and understanding to be able to perform at a management level and to carry out an essential and successful professional marketing role within the workplace.

### Who is the Diploma in Professional Marketing for?

The CIM Level 6 Diploma in Professional Marketing is aimed at the professional marketer working in an operational, supervisory or management role who wishes to develop their knowledge and skills across a range of areas to succeed and progress their career in marketing.

**Typical job titles may include the following:** Marketing Manager, Marketing and Communications Manager, Corporate Communications Manager and Brand Manager.

### Entry Requirements

- One or more of the following is required to gain entry onto this qualification:
- Any CIM Level 4 Certificate qualification.
- Any relevant Level 4 qualification
- Bachelor's or Master's degree from a recognised university, with at least one third of credits coming from marketing content (ie 120 credits in Bachelor's degrees or 60 credits with Master's degrees)
- Professional practice (suggested two years marketing in an operational role) and diagnostic assessment onto Level 6
- If English is not your first language, you will also need to provide evidence of achieving one of the following English Language qualifications within the last two years: IELTS Academic Module with overall score of 6.5 (each component pass mark must be 6.0 or above) or Cambridge Certificate of Advanced English grade B or above. CIM will consider other equivalent alternatives.



## CIM DIPLOMA IN PROFESSIONAL DIGITAL MARKETING – LEVEL 6

The CIM Level 6 Diploma in Professional Digital Marketing will equip the student with the knowledge, skills and understanding to support decision making within a digital context at an operational level and carry out an essential and successful professional marketing role within the workplace.

### Who is the Diploma in Professional Digital Marketing for?

The CIM Level 6 Diploma in Professional Digital Marketing is aimed at those working in an operational, supervisory or management role who wish to develop their knowledge of digital techniques and their application to a number of marketing related projects. The student will typically be operating in or aspiring to work in a digital marketing role and will be required to create digital solutions within the wider marketing plan. The qualification will develop both knowledge and the level of applied skills required.

**Typical Job titles may include the following:** Digital Marketing Manager, Digital Communications Manager, Content Marketing Specialist and Customer Experience Manager.

### Entry Requirements

- One or more of the following is required to gain entry onto this qualification:
- CIM Level 4 Professional Certificate in Marketing
- CIM Level 4 Certificate in Professional Marketing
- CIM Level 4 Certificate in Professional Digital Marketing
- Any relevant Level 4 qualification
- Bachelors or Masters degree from a recognised university, with at least one third of credits coming from marketing content (ie 120 credits in Bachelors degrees or 60 credits with Masters degrees)
- Professional practice (suggested two years marketing in an operational role) and diagnostic assessment onto Level 6
- If English is not your first language, you will also need to provide evidence of achieving one of the following English Language qualifications within the last two years: IELTS Academic Module with overall score of 6.5 (each component pass mark must be 6.0 or above) or Cambridge Certificate of Advanced English grade B or above. CIM will consider other equivalent alternatives.



# ISM

INSTITUTE OF SALES MANAGEMENT  
 Authorised Cambridge Professional Academy Distributor

RAISING THE VALUE OF SALES

The Institute of Sales Management (ISM) is the UK's largest professional body for salespeople and is the authoritative voice of selling and the custodian of sales standards, ethics and best practice. The core mission of the ISM is to promote standards of excellence in sales and sales management and enhance the prestige, integrity and profile of the sales profession as a whole and to inspire sales and marketing personnel to greater heights of achievement.

### Take control of your career with a sales qualification

Whether you are thinking about beginning a career in sales or you have been working in a sales or business development role for some time, we offer varying levels of the ISM professional sales courses all of which are accredited by the The Office of Qualifications and Examinations Regulation (Ofqual), allowing you to progress through the stages as you develop your skills and career.

All ISM Sales Courses from Professional Academy can be undertaken as an Online Sales Course or via Blended Learning with workshops at any of our UK study centres in Birmingham, Cambridge, London and Manchester.



RAISING THE VALUE OF SALES

## ISM CERTIFICATE IN SALES AND MARKETING –LEVEL 2

### Who is the Level 2 ISM Certificate for?

This is an introductory qualification and therefore ideal for school leavers or people very new to sales who wish to have a basic understanding as a foundation to build on, or someone from another basic business background looking to move into sales.

### Entry requirements

There are no formal entry requirements for this sales certificate, however we recommend that this course is most suitable for those age 16 years or over with at least five GCSEs.

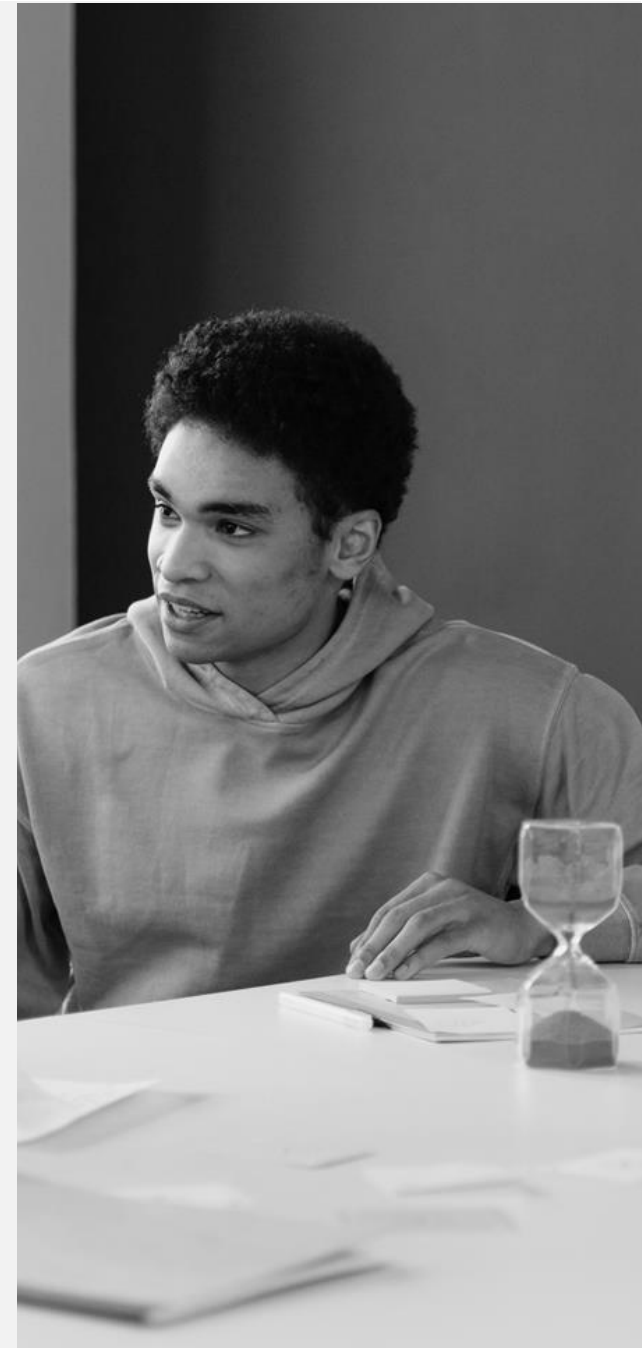
If English is not your first language, evidence of at least IELTS level 6.5 or Trinity ISE III/IV will also be required.

### What will you learn?

- The ISM Certificate in Sales and Marketing consists of four mandatory units and three optional units. Students are only required to choose one of the optional units as each of these units are aimed at specific sales professionals:
- The Selling To Customers unit is suited to practicing sales professionals.
- The Understanding Selling To Customers is more of a theoretical unit and can be taken by students not employed in a sales role.
- The Telesales unit is for students working in, or wishing to be in, a telesales role.
- If you are unsure about which optional unit to choose, please [contact us](#) for advice.

### How long will it take?

We believe in a flexible approach and so you can start your studying as soon as you like. Each module typically takes around 2 months to complete meaning the Award in Sales and Marketing will take around 2-3 months to complete. These time scales are only guides as you can choose to study at a faster or slower pace to suit your requirements. We commit ourselves to supporting all our students for up to a maximum of two years.





RAISING THE VALUE OF SALES

## ISM DIPLOMA IN SALES AND MARKETING –LEVEL 3

### Who is the Level 3 ISM Diploma for?

The ISM Diploma in Sales and Marketing is ideal for practicing "hands-on" sales people, with two or more years' experience and who are looking to expand their knowledge/skillset with a view to becoming a more effective sales individual. You might be looking to develop your understanding of the sales process and gain knowledge of areas of sales which you may not have considered or have not come across previously.

### Entry requirements for the ISM Diploma in Sales and Marketing

There are no formal entry requirements, however we find that this level is most suited if you have a minimum of two years relevant experience or two A-Levels (or equivalent) and at least one years sales experience.

If English is not your first language, evidence of at least IELTS level 6.5 or Trinity ISE III/IV will also be required.

### Study methods

The ISM Level 3 Award, Certificate or Diploma in Sales and Marketing courses are offered through the supported learning package where your studies are completed from home study with full support including study guides, text books, practice questions and online resources allowing you to work at your own pace.

You will also be supported throughout the modules by a tutor who you can contact and can answer any questions about the module content or help you with assessment queries.

### How long will it take?

We believe in a flexible approach and so you can start your studying as soon as you like. Each module typically takes around 2 months to complete meaning the **Award** in Sales and Marketing will take around 2 – 3 months, the **Certificate** in Sales and Marketing will take around 4 – 6 months to complete, and the **Diploma** in Sales and Marketing will take around 9-12 months to complete.

These time scales are only guides as you can choose to study at a faster or slower pace to suit your requirements. We commit ourselves to supporting all our students for up to a maximum of two years.





RAISING THE VALUE OF SALES

## ISM DIPLOMA IN SALES AND MARKETING MANAGEMENT – LEVEL 4

### Who is the Level 4 ISM Diploma for?

This course is specifically for sales professional in an operational sales role, often managing others and allocating resources.

### Entry requirements

There are no formal requirements although we advise that students have at least 3 years sales experience with at least one year's management experience.

If English is not your first language, evidence of IELTS level 6.5 or Trinity ISE III/IV will also be required.

### How long will it take?

We believe in a flexible approach and so you can start your studying as soon as you like. We believe in a flexible approach and so you can start your studying as soon as you like. Each module typically takes around 2 months to complete meaning:

- The **Award** in Sales and Marketing Management will take around 2 – 3 months
- The **Certificate** in Sales and Marketing Management will take around 9 – 12 months to complete
- The **Diploma** in Sales and Marketing Management will take around 12-15 months to complete

These time scales are only guides as you can choose to study at a faster or slower pace to suit your requirements. We commit ourselves to supporting all our students for up to a maximum of two years.







RAISING THE VALUE OF SALES

## ISM DIPLOMA IN SALES AND ACCOUNT MANAGEMENT – LEVEL 5

### Who is the Level 5 ISM Diploma for?

The Diploma in Sales & Account Management is aimed at more experienced sales individuals with 5 or more years experience working in a sales role. More specifically at this level, the individual would either be a sales manager in charge of a sales team (Sales Management modules), a sales professional responsible for key account management (Account Management modules) or an experienced sales individual who works in these roles as a combined position.

The qualification is designed to help you expand on your theoretical knowledge giving you the skill and knowledge needed to work towards a more senior or strategic sales role.

### Entry requirements

There are no formal entry requirements although we advise that students have either a degree or at least 4 years sales experience.

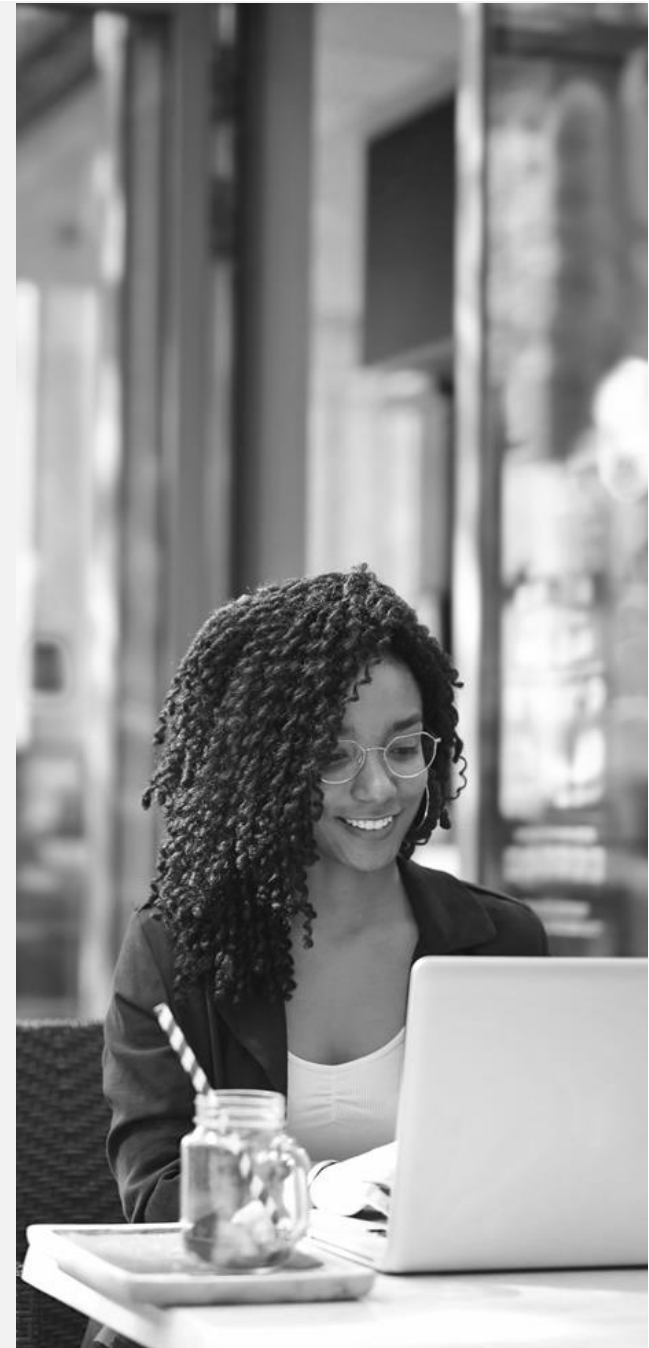
If English is not your first language, evidence of at least IELTS level 6.5 or Trinity ISE III/IV will also be required.

### How long will it take?

We believe in a flexible approach and so you can start your studying as soon as you like. Each module typically takes around 2 months to complete meaning:

- the **Award** will take around 2 – 4 months
- the **Certificate** will take around 6 – 9 months to complete
- the **Diploma** will take around 12-15 months to complete

These time scales are only guides as you can choose to study at a faster or slower pace to suit your requirements. We commit ourselves to support all our students for up to a maximum of two years.





RAISING THE VALUE OF SALES

## ISM DIPLOMA IN STRATEGIC SALES MANAGEMENT –LEVEL 6

The course develops your core attitudes, skill set and knowledge at this level and extends complex management and leadership skills focusing on areas including sales and marketing planning, competitive strategies and resources management.

### Who is the Level 6 ISM Diploma for?

The diploma is ideal for practicing, high calibre Senior Sales and/or Account Managers and Leaders who have recently begun working at a strategic level and would like to develop their knowledge and experience.

### Entry requirements

Although there are no formal educational entry requirements all participants should have a minimum of 5 years' sales experience with a minimum of 1 year in a senior sales position or the ISM Level 5 Diploma in Sales and/or Account Management qualification.

If English is not your first language, evidence of at least IELTS level 6.5 or Trinity ISE III/IV will also be required.

### How long will it take?

We believe in a flexible approach and so you can start your studying as soon as you like. Each module typically takes around 2 months to complete meaning:

- the **Award** will take around 2 – 3 months
- the **Certificate** will take around 9 – 12 months to complete
- the **Diploma** will take around 12 - 15 months to complete

These time scales are only guides as you can choose to study at a faster or slower pace to suit your requirements. We commit ourselves to supporting all our students for up to a maximum of two years.





MSBM offers a range of online programmes in the UK, starting from Level 4 & 5 Diplomas leading to a Bachelor's Degree Programmes in Business & Management related Courses from top UK Universities. We also offer Level 7 Postgraduate Diploma leading to Master Degree Programmes in Business Administration, Human Resource Management & Accounting & Finance from top UK Universities. MSBM also specialise in a range of Executive education and corporate training. All of these courses are offered using state-of-the-art equipment and the latest in blended learning, to ensure every student has the opportunity to succeed to his or her potential.

Your Certificate provides details of what you have learned. This includes how long you spent studying the course, and your average test score when applicable. See types of certificates or contact BusinessPeer for further details.

- ❖ Bachelor's Degree Certificates
- ❖ Master Degree Certificates
- ❖ Professional Certificates
- ❖ Special Executive Masters Certificate
- ❖ International Postgraduate Certificates
- ❖ Level 4 Diploma Certificates
- ❖ Level 5 Diploma Certificates
- ❖ Level 7 Diploma Certificates



### **Follow your passion, inspire change, Succeed.**

Whether you are considering starting a small business or changing career paths, it is important that passion is factored into the equation. We help learners to discover and grow their passion because we know that people with passion can change the world for the better.

### **Embark on a voyage of digital learning.**

Contribute to a vibrant online community, gain applicable skills, build new business capabilities, and tap into the confidence you need to improve your organization and advance your career.

### **Achieve lasting success.**

We fortify our learners with the tools needed to succeed, to include goal setting, planning, putting plans into action. We believe that anyone can achieve success, anyone who studies with MSBM.

### **Available Courses in different fields:**

- ❖ Business Management
- ❖ Health and Psychology
- ❖ Business Law
- ❖ Information Technology
- ❖ Personal Development
- ❖ Teaching and Education
- ❖ Health and Safety
- ❖ Finance and Accounting
- ❖ Office Productivity
- ❖ Sales and Marketing
- ❖ Leadership and Entrepreneurship
- ❖ Human Resources
- ❖ Hotel, Travel and Hospitality Management
- ❖ Logistics and Supply Chain Management



# **EMPLOYEE DEVELOPMENT PROGRAM (EDP)**

# EMPLOYEE DEVELOPMENT PROGRAM (EDP)

## Program Overview

Employee development is almost universally recognized as a strategic tool for an organization's continuing growth, productivity and ability to retain valuable employees. If organizations neglect certain challenges, then the employee development process will be cumbersome for the organization, frustrating for employees and of uncertain value for both. Our Employee Development Program (EDP) is designed to up-skill and re-skill employee to meet the continuously changing business needs. The program is designed to improve, enhance, refine and hone existing skills and to also develop newer skills in support of the organization's mission and goals.

## Program Highlights

- Courses delivered in English Language.
- Course content that is suitable for professionals at any stage of their career.
- Training delivered both face-to-face and online, providing employees with maximum flexibility in how they study.
- Partnerships with a range of global organisations allowing us to deliver training where it is needed the most.
- Online courses offered via Zoom program.
- Course materials are tailored and delivered in a method that meets the international standards for content accreditation.
- EDP is recommended to be delivered in 30 up to 90 days.
- EDP is suitable for corporates, national and International NGOs planning for developing the current skills of the employees to meet the organization goals.

## EMPLOYEE DEVELOPMENT PROGRAM (EDP)

Our package introduce a wide flexibility to the employers and tailor the training courses as per the business need of the clients.

### **Choose your Package:**

We provide a list of training courses (20 training course subjects) to the employers to choose up to 8 subjects that can match with the organization goals, Gap analysis and the Learning and Development plan of the organization.

### **Delivery Method:**

We are providing both face-to-face and Online learning options. Due to the current Covid-19 precautions and measurements our Online approach is highly recommended. However, face-to-face trainings can also be delivered by taking Covid-19 measurements into consideration.

### **Content and Materials:**

Our contents are balanced against each other and sequenced appropriately to make sure they are not overwhelming. We don't want to give you a course that your delegates find boring. When designing our training courses, to avoid boredom, we make sure all sessions have interesting and non-obvious content so that people with various abilities can always pick up something useful they didn't know before. Depending on the international analysis and criteria we keep the energy management of our content and delivery method in balance to encourage better learning outcome of the participants.

### **Package Pricing:**

The pricing strategy of this package is cost-effective and efficient for the organizations. As the price is calculated and offered on package not per participant. The ROI of this package is higher than individual courses, as the participants will get 8 different and essential skills course (approx. 80 hours of development)

### **Duration:**

This is a 90 days development package. The 8 course can be delivered from 30 to 90 days.

### **Participation:**

Employers are eligible to enrol up to 25 employees in this package. List of the participants needs to be confirmed prior to the kick start of the training sessions.



## EDP TRAINING CONTENTS

- Conflict Management
- Problem Solving
- Effective Communication
- Stress Management
- Workplace & Business Etiquette
- Goal Setting & Achieving
- Team Building & Management
- Negotiation Skills
- Time & Task Management
- Report Writing
- Delegation Skills
- Leadership Skills
- Supervisory Skills
- Presentation Skills
- Change Management
- Giving Feedback
- Customer Service Skills
- Business Networking
- Handling Complaints and Difficult Customer
- Root Cause Analysis



- ✓ Communication Skills
- ✓ Leadership Skills
- ✓ Advanced Leadership Skills
- ✓ Supervisory Skills
- ✓ Project Management
- ✓ Advanced Team Building
- ✓ Giving Feedback
- ✓ Creativity and Innovation
- ✓ Problem Solving
- ✓ Negotiation Skills
- ✓ Coaching Skills
- ✓ Motivation, Persuasion, Creativity
- ✓ Delegation Skills
- ✓ Event Management
- ✓ Change Management
- ✓ Motivating People
- ✓ Facilitation Skills
- ✓ Brainstorming
- ✓ Strategic Planning
- ✓ Root Cause Analysis
- ✓ Emotional Intelligence
- ✓ Advanced Time Management
- ✓ Goal Setting & Achieving
- ✓ Overcoming Procrastination
- ✓ Presentation Skills
- ✓ Decision Making
- ✓ Body Language
- ✓ Assertiveness Skills
- ✓ Marketing Management
- ✓ Retail Sales Planning & Forecasting
- ✓ NLP Core Skills
- ✓ Report Writing
- ✓ Anger Management
- ✓ Personal Impact
- ✓ Learning to Learn
- ✓ Memory Skills
- ✓ Personal Branding
- ✓ Advanced Emotional Intelligence
- ✓ Handling Difficult People
- ✓ How to Influence People
- ✓ Conflict Management
- ✓ Meeting Skills
- ✓ Listening Skills
- ✓ Questioning Skills
- ✓ Difficult Conversations
- ✓ Persuasion Skills
- ✓ Customer Service Skills
- ✓ Sales Skills
- ✓ Telephone Skills
- ✓ Marketing Skills
- ✓ Marketing Essentials
- ✓ Sales Essentials
- ✓ Handling Compliant
- ✓ Business Networking
- ✓ Frontline Retail Selling Skills
- ✓ Handling Difficult Customers
- ✓ Advanced Customer Care
- ✓ Sales Territory Planning & Routing
- ✓ Emotional Intelligence in Sales
- ✓ Sales Management

## OTHER TRAINING PROGRAMS





**Bitrix24** 

## AUTOMATE AND MONITOR YOUR BUSINESS IN ALL-IN-ONE SOLUTION

COMMUNICATION - TASKS & PROJECTS - CRM - CONTACT CENTRE - WEBSITE

Replace a multitude of services and apps with a single ecosystem for your business to work in. Explore the tools of Bitrix24. This is one of the most popular and commonly used business solution by companies from different sectors. BusinessPeer is an approved affiliate partner for Bitrix24 in Iraq.



Birches Group provides labour market information for over 150 countries around the world. Our compensation and benefits surveys cover a full range of professional and support levels, providing information that ensures a client's pay practices are aligned with the market conditions of leading employers in each country.

Birches Group surveys are designed with developing markets in mind. Its survey methodology is distinct in that it captures range data (minimum/hiring rate to maximum/highest attainable compensation) to provide a true context of the market and depicts a more complete picture of the competitive landscape. Further, the survey reflects employer practice for a wide variety of allowances and benefits, both cash and in-kind, demonstrating nuances commonly found in these markets. And because developing markets are dynamic, every country is updated on an ongoing basis three times a year, in **April, July, and October**. Participants can join the survey at any time.

- ✓ Multisector Survey
- ✓ NGO Survey
- ✓ International Public Sector Survey
- ✓ NGO Global Pay Survey

BusinessPeer is a strategic partner for Birches Group in Iraq for Compensation and Benefits consultation, Salary Survey and Pay Scale Design services.

# PECB

PECB (legal name "PECB Group Inc.") (*Professional Evaluation and Certification Board*) is a certification body which provides education<sup>1</sup> and certification under ISO/IEC 17024 for individuals on a wide range of disciplines. We help professionals and organizations show commitment and competence by providing them with valuable education, evaluation and certification against rigorous internationally recognized standards. Our mission is to provide our clients with comprehensive services that inspire trust, continual improvement, demonstrate recognition, and benefit the society as a whole.

PECB continuously publishes topmost innovative training courses through its best experts in the field for the provision of education and certification services. PECB's expertise is in multiple fields, with a special emphasis in:

#### Information Security & Resiliency

- Information Security
- Continuity, Resilience and Recovery

#### GRC and Privacy

- Governance, Risk, and Compliance
- Privacy and Data Protection
- Anti-Bribery

#### Quality and Sustainability

- Quality and Service Management
- Sustainability
- Health and Safety

The value of PECB certifications is validated by the accreditation from the International Accreditation Service (IAS) and the United Kingdom Accreditation Service (UKAS) under ISO/IEC 17024. PECB is an associate member of The Independent Association of Accredited Registrars (IAAR), a full member of the International Personnel Certification Association (IPC), and a signatory member of IPC MLA. In addition, PECB is an approved Licensed Partner Publisher (LPP) from the Cybersecurity Maturity Model Certification Accreditation Body (CMMC-AB) for the Cybersecurity Maturity Model Certification standard (CMMC), and a member of Club EBIOS and CPD Certification Service.



**INFORMATION SECURITY**

ISO/IEC 27001 Information Security Management System  
 ISO/IEC 27002 Information Security Control  
 Risk Assessment Method (OCTAVE, EBRIOS, MEHARI)  
 ISO/IEC 27005 Information Security Risk Management  
 ISO/IEC 27035 Incident Management Certification Courses  
 Human Resources Security

**CYBERSECURITY**

ISO/IEC 27032 Cyber Security  
 Cloud Security  
 Penetration Testing  
 Ethical Hacking Certification Programs  
 SCADA Security Manager  
 Computer Forensics  
 ISO/IEC 27033 Network Security  
 Cyber Security Maturity Model Certification

**CONTINUITY, RESILIENCE , AND RECOVERY**

ISO 22301 Business Continuity Management System  
 Disaster Recovery  
 ISO 22316 Organizational Resilience

ISO 22317 Business Impact Analysis

ISO 22320 Emergency Management

**GOVERNANCE, RISK, AND COMPLIANCE**

ISO 31000 Risk Management Certifications Programs  
 ISO 37001 Anti-Bribery Certification Programs  
 ISO 37301 Compliance Management System  
 ISO/IEC 38500 IT Governance

**PRIVACY AND DATA PROTECTION**

ISO/IEC 27701 Privacy Information Management System  
 General Data Protection Regulation (GDPR) Certification  
 ISO/IEC 29100 Privacy Implementer

**DIGITAL TRANSFORMATION**

Digitalization and Electronic Archiving  
 Digital Transformation

**QUALITY AND MANAGEMENT**

ISO 9001 Quality Management  
 ISO 21500 Project Management  
 ISO 13485 Medical Devices Quality Management System  
 ISO/IEC 17025 Laboratory Management System  
 ISO/IEC 20000 IT Service Management

ISO 21001 Educational Organizations Management  
 ISO 20700 Guidelines Management Consultancy Service  
 ISO 28000 Supply Chain Security Management System  
 ISO 13053 Six Sigma  
 ISO/TS 29001 Oil and Gas  
 ISO 30301 Management System for records

**HEALTH AND SAFETY**

ISO 45001 Occupational Health and Safety Management  
 ISO 22000 Food Safety Management System  
 ISO 18788 Security Operations Management System  
 ISO 39001 Road Traffic Safety Management

**SUSTAINABILITY**

ISO 20121 Event Sustainability Management System  
 ISO 50001 Energy Management System  
 ISO 14001 Environmental Management  
 ISO 37101 Management System for SD in Communities  
 ISO 26000 Social Responsibility  
 ISO 20400 Guidelines for Sustainable Procurement



# OUR PARTNERS





# SOME OF OUR CLIENTS



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info@businesspeer.net

009647503056300

009647502106500

Office:03, Floor:01, T4 – Empire business Towers

Erbil, Kurdistan - IRAQ