

## Project Management (PM) for HR Professionals Training

Date	Time	Duration	Venue	CPD	Cost (Excl. VAT)PP
6th - 11th Apr, 2026	8:30 AM-4:00 PM	6 Day(s)	Blooming Suites, Naivasha	6	60,000.00

### Course Overview

This six-day intensive program is designed to equip HR professionals with the tools, frameworks, and leadership mindset required to manage projects from initiation to closure. Participants will master project planning, risk management, stakeholder engagement, budgeting, and performance tracking using globally recognized standards. Through real-world simulations and hands-on labs, participants will gain the confidence to lead cross-functional teams, deliver value, and align project outcomes with strategic goals.

### Course Objectives

By the end of this program, participants will be able to;

- Apply structured project management methodologies across the project lifecycle
- Develop comprehensive project charters, work breakdown structures, and schedules.
- Identify, assess, and mitigate project risks and constraints.
- Manage stakeholder expectations and lead effective communication strategies.
- Monitor project performance using KPIs, dashboards, and earned value metrics.
- Control budgets, resources, and timelines with precision.
- Close projects with lessons learned, impact reporting, and sustainability planning.

### Target Groups

This training is suitable to a wide range of professionals but will greatly benefit;

- HR Professionals
- Project Managers and Project Coordinators
- Team Leaders and Department Heads
- Engineers, Analysts, and Technical Leads
- Anyone managing projects without formal training
- Professionals transitioning into project-based roles

*Den PN Gathitu*

**CHRP. Den PN Gathitu**

**Secretary General**

**Academy of Certified Human Resource Professionals**

DATE: 16:02:2026

PROFORMA INVOICE

Invoice To;

Organization Name:

Phone:

Email:

QTY	DESCRIPTION	NET (KES)	VAT (KES)	GROSS (KES)
1	<b>Project Management (PM) for HR Professionals</b> training from <b>6th - 11th Apr, 2026</b> at <b>Blooming Suites, Naivasha</b>	60,000.00	9,600.00	69,600.00
<b>GROSS (KES):</b> Sixty Nine Thousand Six Hundred				<b>69,600.00</b>

#### NOMINATION FORM

#### PARTICIPANT(S) DETAILS

NO.	NAME	EMAIL ADDRESS	TELEPHONE

#### PAYMENT DETAILS

**Bank Name:** Equity Bank

**Account Name:** Academy of Certified Human Resource Professionals Ltd

**Account No.:** 1 2 9 0 2 7 1 2 4 5 7 5 3

**Bank Branch:** Kenyatta Avenue

**Branch Code:** 129

**Swift Code:** EQBLKENA

**Pay Bill No.:** 247247

**Account No.:** 300245

#### FUNDING CONFIRMATION / TAX DETAILS

I, the undersigned, has verified the nomination and confirms availability of funds for this training.

Name of Organization: .....

Org. KRA PIN: ..... Org. Mobile No.: .....

Confirmed By: ..... Position: .....

Signature: ..... Date & Stamp: .....

#### NOTE THAT:

1. Only those Delegates whose fees have been paid in full will be allowed to the event
2. A scanned copy of the duly completed form should be sent to [admin@achrp.org](mailto:admin@achrp.org)
3. The above training Cost does not include Transport & Accommodation