

# Internship Program

## MBA in Purchasing Management



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Internship Program  
MBA in Purchasing  
Management

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# 01 Introduction

The effective management of the purchasing department allows the company's needs to be met while complying with the established budget and meeting the projections and strategies set forth. For this, it is necessary to have trained professionals with the knowledge and specific skills that favor the balance between all the company's operational areas and avoid unnecessary risks. TECH, at the forefront of education, continues to open opportunities for professionals to be up-to-date in the most demanding sectors of the labor market. Therefore, with this program, the student will have the advantage of being updated with the best experts during an intensive stay in the modern working environment of a prestigious company.

“

*Get trained in one of the most demanded areas of the labor market with this innovative 100% practical program in Purchasing Management at TECH”*





Defining the policies, practices, and levers that shape purchasing management, as well as customer-supplier relations, are some of the tasks that the person responsible for the purchasing area of the company must assume. In addition, to employ the most appropriate tools for the selection and evaluation of the best suppliers and task management, around the latest applied business technology.

That is why this TECH Internship Program will provide you with all the resources you need to update your daily practice within the company, taking into account the digital revolution of recent years. In this scenario, the professional will develop an analytical business vision and, at the same time, will be aware of the latest developments in all processes.

Undoubtedly, it is an opportunity to renew their knowledge and expand their capabilities to lead the Purchasing Management of the company. With the support of an assigned tutor who will accompany you in the assigned functions and activities. This will be given in a real scenario, with an intensive stay in a company and qualified professionals. In this way, you will successfully achieve your professional improvement and updating objectives.

# 02

## Why Study an Internship Program?

For today's professionals, being up-to-date with the new procedures, tools and resources that are handled in their work area is an advantage to effectively lead all processes. Especially when it comes to departments as essential as the company's Purchasing department, the managerial profile must have specific characteristics that allow them to identify and meet the needs in a concrete way, optimizing resources and applying innovative strategies. This exclusive TECH program will allow the graduate to have a solid knowledge in Purchasing Management, thanks to the practical stay in a prestigious business center, with professional experts in the area that will provide the necessary support for 3 weeks.



*Don't miss this opportunity to train in situ, next to the most experienced professionals in the area of Purchasing during 3 weeks"*

### **1. Updating from the latest technology available**

TECH, at the forefront of higher and postgraduate education, has developed this 100% practical program, taking into account the latest technology available in modern companies, to master the purchasing functions in an effective way. In this way, during 3 weeks, you will be able to witness the most successful protocols in Purchasing Management in situ.

### **2. Gaining In-Depth Knowledge from the Experience of Top Specialists**

Thanks to TECH's commitment to offering high academic level training, this program contains a series of activities designed for the professional leader of Purchasing Management, which have been configured by experienced teachers for their learning. Therefore, the graduate will be able to perform immediately and successfully in the tasks of the director of this important business area.

### **3. Entering first-class professional environments**

For the development of this practical program, TECH has established the most important agreement with prestigious national and international companies. There, in an innovative, exclusive, and avant-garde environment, the professionals will be able to update themselves on the latest postulates of their work sector and apply much more efficient methodologies.



#### **4. Putting the acquired knowledge into daily practice from the very first moment**

As a professional, the pace of life does not allow you to set an ideal time for continuous training; that is why TECH has designed this program with an innovative teaching model that will allow you to move quickly towards the goal.

#### **5. Expanding the Boundaries of Knowledge**

This program opens the doors of knowledge to expand your frontiers without limits and with the possibility of choosing the business center that best suits your needs. They are located in different parts of the world, which enriches the experience even more.



*You will have full practical immersion  
at the center of your choice”*

# 03 Objectives

The objective of this Internship Program is undoubtedly to provide up-to-date and direct learning of the skills and competencies necessary to manage a Purchasing Department. For this, TECH provides a leading company in its sector with a magnificent team of professionals who will guide you to know firsthand the strategies and tools used in this area.



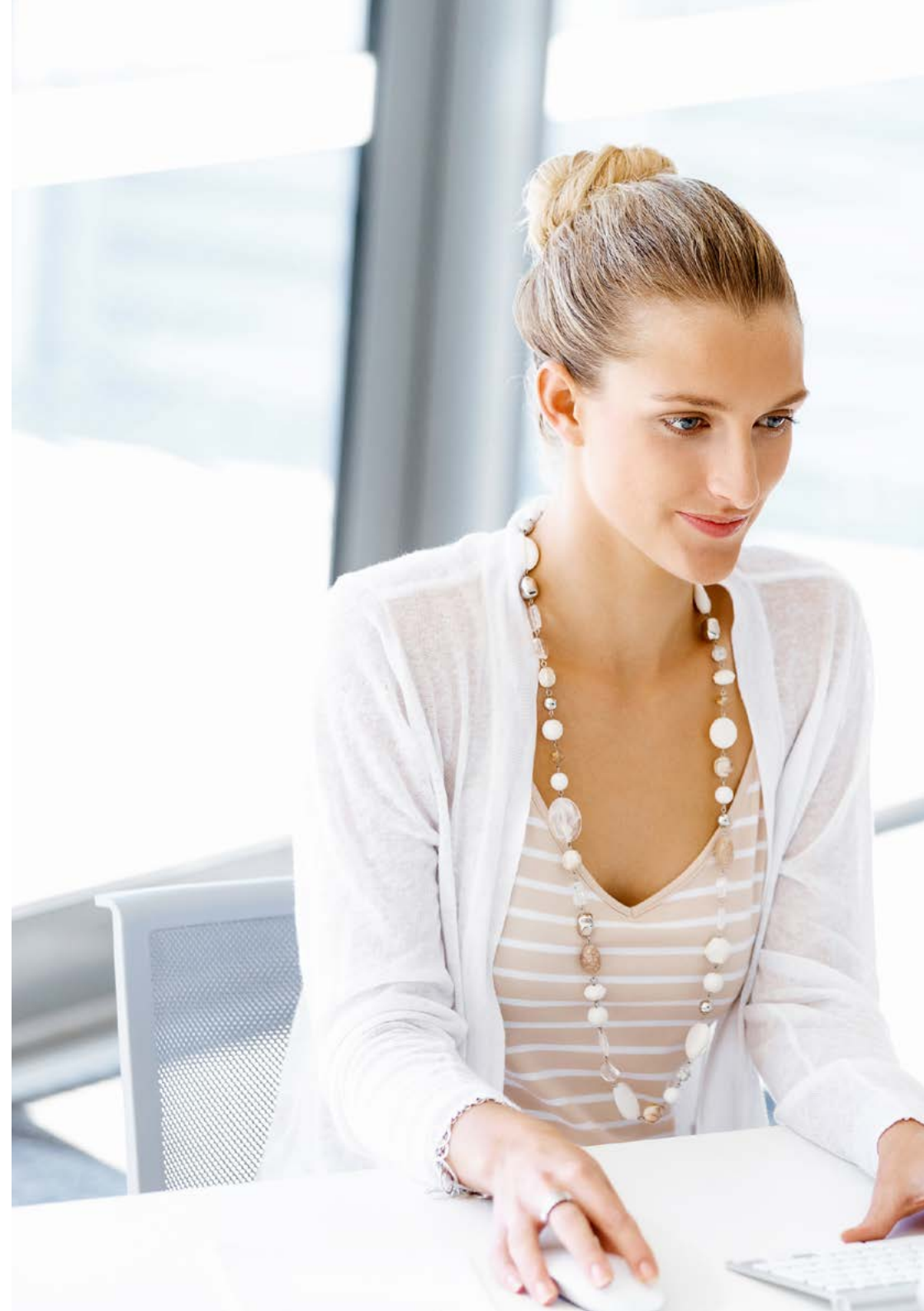
## General Objectives

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- Define the policies, practices and levers that shape purchasing management, as well as customer-supplier relations
- Use the most appropriate purchasing tools for the selection and evaluation of the best suppliers
- Structure requirements in the area of purchasing



*This Internship Program gives you the opportunity to work in a real scenario in a purchasing department, together with excellent professionals with experience in this field"*







## Specific Objective

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- Define purchasing and procurement policies within the framework of integrated logistics
- Recognize the importance of Customer-Supplier Relationships
- Master the most appropriate purchasing tools for the Assessment and Selection of the suppliers
- Develop an analytical approach to propose and implement a productivity improvement and cost reduction plan
- Ability to evaluate the productivity of the results
- Develop the necessary tools to elaborate a strategic plan for the purchasing department
- Acquire leadership skills that will allow a more fluent development of the professional work



*Enhance your leadership and management skills thanks to the practical stay provided by TECH”*

# 04

## Educational Planning

During 3 weeks, the students of this Internship Program will carry out a stay in a prestigious company, where they will be able to work in a 100% real work and learning scenario. Therefore, from Monday to Friday, in continuous 8-hour consecutive days, the graduate will be able to enhance their skills and abilities in Purchasing Management, accompanied by a team of qualified professionals who perform these functions in the company.

This internship will allow students to support this area, contribute to the company's strategic analysis, learn about the relationship with suppliers and their selection, and participate in managing and planning the company's stock. In this process, not only will you be with specialized professionals, but the TECH teaching team will supervise that the graduate successfully achieves their objectives.

In this training proposal, of a completely practical nature, the activities are aimed at developing and perfecting the competencies necessary for the provision of management services in the purchasing department, in an area that requires a high level of qualification and is oriented towards specific training for the exercise of the activity, in a highly competitive environment.

It is undoubtedly an opportunity to learn by working in a leading company in its sector, which will provide students with a practical vision that will be very useful for their personal and professional growth. In this way, this academic institution provides the education students need to grow in the business environment.

The practical teaching will be carried out with the active participation of the student performing the activities and procedures of each area of competence (learning to learn and learning to do), with the accompaniment and guidance of teachers and other training partners that facilitate teamwork and multidisciplinary integration as transversal competencies for the praxis of purchasing management (learning to be and learning to relate).



*Receive specialized education in an institution that can offer you all these possibilities, with an innovative academic program and a human team that will help you develop your full potential"*



The procedures described below will be the basis of the practical part of the training, and their implementation will be subject to the center's own availability and workload, the proposed activities being the following:

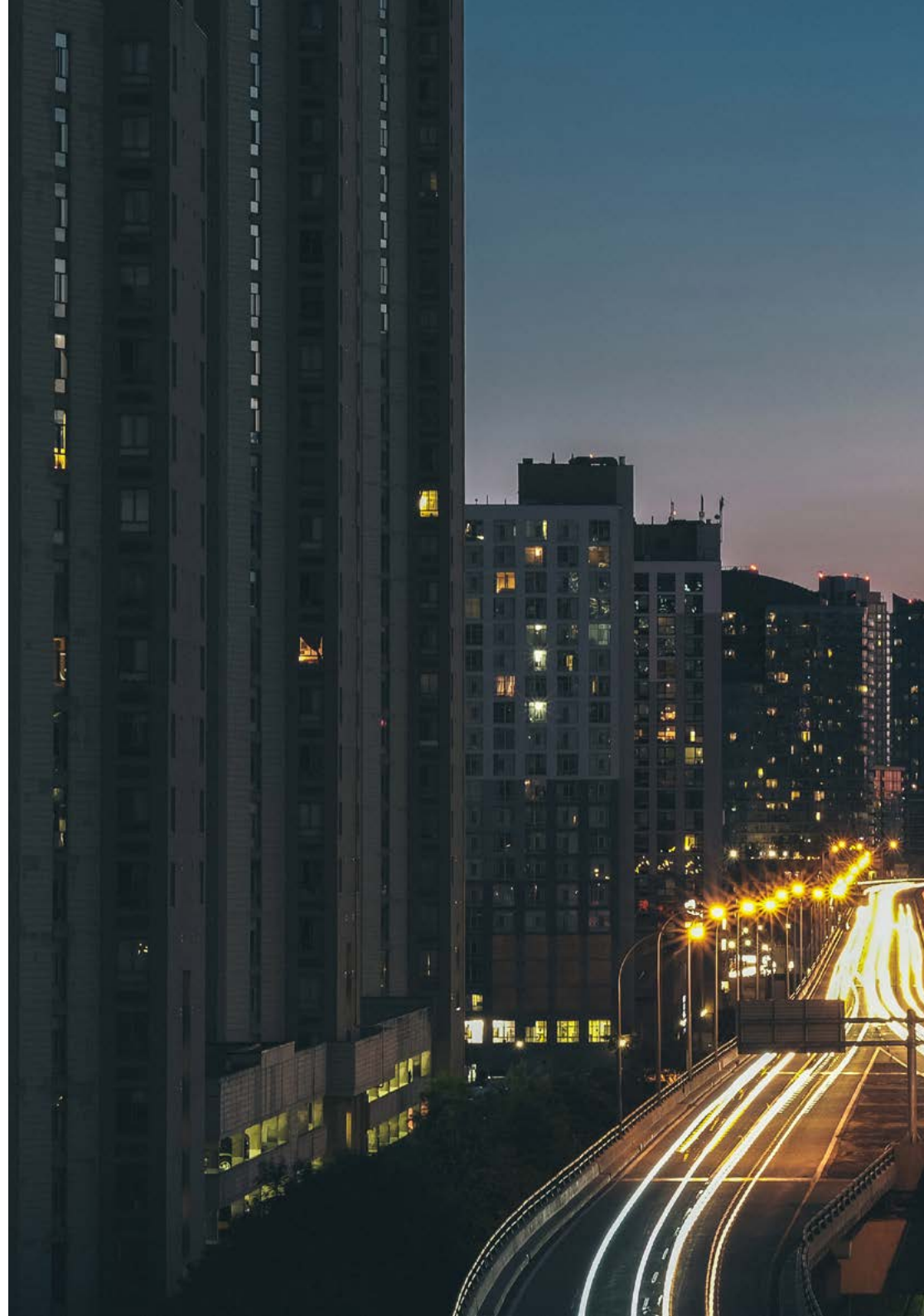
Module	Practical Activity
<b>Management Core</b>	Make use of the technology and resources available to the company
	Identify the purchasing need
	Generate a purchase request with the required products or services
	Establish a request for quotation and review the received quotations
	Verify the delivery of products or services to ensure that it is complete and meets specified requirements
	Manage the contracts of each supplier
<b>Purchasing Management and Strategy</b>	Select the best offer based on specified criteria such as price, availability, and quality
	Place a purchase order, which, once accepted by the supplier, becomes a contractual agreement that includes the most important terms and conditions
	Verify the documentation received and generated from this activity
	Support in the management and planning of the company's stock
	Propose alternatives to solve the possible casuistry of a case
<b>International Expansion, CSR and Auditing</b>	Perform verification of compliance with its requirements to the suppliers of the Supply Chain
	Support in the search and selection of competitive suppliers
	Collaboration in the planning and management of the purchasing department based on a budget
	Elaborate a strategy to optimize resources and save costs for the company, avoiding future mistakes
	Analyze the prices granted by the supplier through a market study

# 05 Where Can I Do the Internship Program?

Students who enter this Internship Program in MBA in Purchasing Management will have access to an internship in a company rigorously selected by TECH. This selection process has taken into account the entity's relevance and the high qualification and preparation of its personnel. This guarantees that students will receive a quality education.

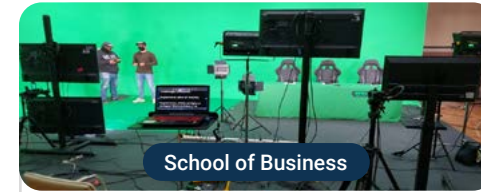


*Take your Internship Program with  
professionals with experience in  
Purchasing Department Management  
Learn from the best"*





The student will be able to do this program at the following centers:



School of Business

### Gaming Partners

Country	City
Mexico	Mexico City

Management: Poniente 75 Col. 16 de septiembre  
Alcaldía Miguel Hidalgo

Company specialized in gaming marketing and  
videogame development.

**Related internship programs:**

- People Management
- Sales and Commercial Management



School of Business

### Grupo Línea 7

Country	City
Mexico	Mexico City

Management: Avenida Tláhuac número interior C  
número exterior 1021 Col. Lomas Estrella 1A  
sección Iztapalapa C.P. 09880 cdmx

Company focused on the manufacture and  
distribution of bicycles nationwide.

**Related internship programs:**

- People Management
- Business Economics and Statistics

# 06 General Conditions

## Civil Liability Insurance

This institution's main concern is to guarantee the safety of the trainees and other collaborating agents involved in the internship process at the company. Among the measures dedicated to achieve this is the response to any incident that may occur during the entire teaching-learning process.

To this end, this entity commits to purchasing a civil liability insurance policy to cover any eventuality that may arise during the course of the internship at the center.

This liability policy for interns will have broad coverage and will be taken out prior to the start of the practical training period. That way professionals will not have to worry in case of having to face an unexpected situation and will be covered until the end of the internship program at the center.



## General Conditions of the Internship Program

The general terms and conditions of the internship agreement for the program are as follows:

**1. TUTOR:** During the Internship Program, students will be assigned with two tutors who will accompany them throughout the process, answering any doubts and questions that may arise. On the one hand, there will be a professional tutor belonging to the internship center who will have the purpose of guiding and supporting the student at all times. On the other hand, they will also be assigned with an academic tutor, whose mission will be to coordinate and help the students during the whole process, solving doubts and facilitating everything they may need. In this way, the student will be accompanied and will be able to discuss any doubts that may arise, both clinical and academic.

**2. DURATION:** The internship program will have a duration of three continuous weeks, in 8-hour days, 5 days a week. The days of attendance and the schedule will be the responsibility of the center and the professional will be informed well in advance so that they can make the appropriate arrangements.

**3. ABSENCE:** If the students does not show up on the start date of the Internship Program, they will lose the right to it, without the possibility of reimbursement or change of dates. Absence for more than two days from the internship, without justification or a medical reason, will result in the professional's withdrawal from the internship, therefore, automatic termination of the internship. Any problems that may arise during the course of the internship must be urgently reported to the academic tutor.

**4. CERTIFICATION:** Professionals who pass the Internship Program will receive a certificate accrediting their stay at the center.

**5. EMPLOYMENT RELATIONSHIP:** The Internship Program shall not constitute an employment relationship of any kind.

**6. PRIOR EDUCATION:** Some centers may require a certificate of prior education for the Internship Program. In these cases, it will be necessary to submit it to the TECH internship department so that the assignment of the chosen center can be confirmed.

**7. NO INCLUDED:** The Internship Program will not include any element not described in the current conditions. Therefore, it does not include accommodation, transportation to the city where the internship takes place, visas or any other items not listed

However, students may consult with their academic tutor for any questions or recommendations in this regard. The academic tutor will provide the student with all the necessary information to facilitate the procedures in any case.

# 07 Certificate

This **Internship Program MBA in Purchasing Management** contains the most complete and up-to-date program on the professional and academic scene.

After the student has passed the evaluations, they will receive their corresponding TECH Internship Program issued by TECH Technological University via tracked delivery.

The diploma issued by TECH will reflect the grade obtained in the test.

Program: **Internship Program MBA in Purchasing Management**

Duration: **3 weeks**

Attendance: **Monday to Friday, 8-hour consecutive shifts**

Total Hours: **120 h. of professional practice**





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