COURSE BROCHURE

Management Skills for Engineers and Technical Professionals

A practical course that moves capable engineers and technicians from specialist to manager, covering work planning, leading technical teams, building a business case and presenting to senior management.

Code	HT-MGT-130
Category	Management & Leadership
Duration	1 week
Level	Intermediate
City	London

Introduction

Engineers and technicians are usually promoted for technical excellence, then find themselves responsible for people, budgets and contractors with no management preparation. The gap between technical expertise and management skill soon shows in schedules, costs and team morale.

Objectives

- Understand what the move from a technical to a managerial role demands and avoid its common mistakes
- Plan the technical team's work and allocate resources and priorities
- Lead and motivate engineers, technicians and contractors
- Prepare a simple business case for a technical proposal in financial terms management understands
- Present technical recommendations to senior management briefly and persuasively

Who should attend

- Engineers recently promoted to supervisory positions
- Heads of maintenance, operations and project sections
- Technical supervisors and shift leaders
- Planning, reliability and inspection engineers moving toward managerial roles

Skills you will develop

- Work planning and resource loading
- Delegation and leading technical teams
- Basic financial analysis of technical proposals
- Presenting technical information to management

Learning Outcomes

- Prepare a weekly work plan for a technical team with defined priorities and resources
- Calculate payback period and net present value for a replacement or improvement proposal
- Write a one-page executive summary of a technical report
- Select suitable KPIs for a technical section and interpret their trends

Course Outline

Day 1: From Technical Specialist to Manager

- The shift from doing the work to getting it done through others
- The four management functions: planning, organizing, leading and controlling
- Pitfalls of the technical manager: micromanagement, perfectionism and staying buried in technical detail

Day 2: Planning and Organizing Work

- Work breakdown, prioritization and resource loading in maintenance and project teams
- Shift planning, shift handover and backlog follow-up
- Delegation levels and task follow-up without over-involvement

Day 3: Leading Technical Teams

- Motivating specialists and long-serving technicians
- Working with contractors and coordinating with operations, HSE and procurement
- Presenting technical information to non-specialists: the executive summary and the one-page report

Day 4: Money and Decisions

- CAPEX and OPEX, the section budget and cost estimating
- The simple business case: payback period and net present value for equipment replacement
- Decision matrix, risk matrix and root cause analysis with 5 Whys and the fishbone diagram

Day 5: Performance and Presenting to Management

- KPIs for technical sections: availability, mean time between failures (MTBF), schedule compliance and backlog
- Building a persuasive presentation to win approval for a technical proposal
- Applied project in which each participant prepares an improvement proposal for their section, with its business case, and presents it to a panel acting as management

Training methodology

Excel calculation exercises on payback period and net present value
Practical cases from maintenance, operations and project management sections
Exercise condensing a long technical report into a one-page executive summary
Individual presentations to a mock management panel with detailed feedback

Certification

Participants receive a Harbor Training Center certificate of attendance on completing the course.

Upcoming dates

City	Dates	Language	Fee
London	1 – 5 February 2027	AR	EUR 5,700
London	2 – 6 August 2027	EN	EUR 5,700

Fees are per participant.

Contact us

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