

SPO ALERT

Date: 5/28/2024

To: State Agencies

From: State Procurement Office

Re: FY 2025 Procurement Training Needs Assessment (**DUE BY FRIDAY**)

As part of our ongoing commitment to your professional development and continuous improvement, we request that you kindly participate in our [Training Needs Assessment](#). Your feedback is essential to us, as it helps us improve our training initiatives and tailor our training programs to meet your training needs. Your honest responses will also help us prioritize the areas that matter most to you.

If you have not completed the training needs assessment, please do so by the **end of the day on Friday, May 31st**. If you have already completed the assessment, thank you! You do not need to submit additional responses.

Click [Training Needs Assessment](#) to access the assessment **(Complete by EOD Friday, 5/31/24)**

Who should complete the survey?

- Chief Procurement Officers
- Procurement Managers/supervisors
- Sr. Procurement Officer/Contract Manager
- Procurement Technician
- Procurement Specialists/Analyst
- Buyers/Requisitioners/Receivers
- APP Agency Admins
- Project managers who interact with purchasing
- Financial professionals involved in the procurement process
- Executive Assistants that assist with purchasing
- Business analysts who review purchasing processes

If you have any questions, please contact John Jimenez, Chief Learning Officer, at John.Jimenez@azdoa.gov or Sullynna Mvula, Training Manager, at Sullynna.Mvula@azdoa.gov.

Thank you,