FINANCE & PROCUREMENT · SHORT COURSE

Finance and Budgeting for Non-Finance Managers

This short course is designed to provide non-finance managers with a comprehensive understanding of financial management principles, budgeting processes, and their practical application within an organization.

DATES	9–13 Nov 2026	DURATION	5-day course
COURSE FEE	TZS 1,200,000 · per participant	VAT	Fee excludes VAT
VENUE	Arusha, Tanzania	DAILY HOURS	8:30 AM – 4:30 PM
FEE INCLUDES	Course materials, lunch and refreshments	CERTIFICATE	Certificate of attendance
TRAINER	Elly International training team	APPLICATIONS	Open for applications

Overview

This short course is designed to provide non-finance managers with a comprehensive understanding of financial management principles, budgeting processes, and their practical application within an organization. The course aims to equip participants with the necessary knowledge and skills to effectively manage financial resources, make informed decisions, and contribute to the overall financial health of their respective departments or business units.

Rationale

Many non-finance managers often find themselves responsible for financial decisions and budgeting, despite limited formal training in these areas. This course addresses the need for these managers to acquire a working knowledge of finance and budgeting concepts, enabling them to better support their organizations' financial strategies and contribute to the overall success of the business.

Objectives

By the end of this course, participants will be able to:

1. Understand the fundamentals of financial management, including the interpretation of financial statements, analysis of financial data, and the role of finance in organizational decision-making.
2. Develop and implement effective budgeting processes, including budget preparation, monitoring, and control.
3. Identify and manage financial risks and implement appropriate mitigation strategies.
4. Effectively communicate financial information to both finance and non-finance stakeholders.
5. Align financial decisions and budgeting with the overall strategic objectives of the organization.

Course content

1. Introduction to Financial Management

- Overview of financial management principles
- Understanding the role of finance in organizational management
- Interpreting financial statements (balance sheet, income statement, cash flow statement)
- Financial ratio analysis and performance evaluation

2. Budgeting and Financial Planning

- Budgeting concepts and processes
- Types of budgets (operating, capital, cash flow)
- Budget preparation and implementation
- Budgeting techniques (incremental, zero-based, activity-based)
- Budget monitoring, control, and variance analysis

3. Financial Decision-Making

- Time value of money and discounted cash flow analysis
- Capital budgeting and investment appraisal
- Working capital management (cash, inventory, accounts receivable and payable)
- Managing financial risks (market, credit, liquidity, operational)

4. Financial Communication and Reporting

- Effective communication of financial information to non-finance stakeholders
- Interpreting and presenting financial data
- Financial reporting requirements and compliance

5. Aligning Finance with Strategic Objectives

- Linking financial decisions to organizational strategy
- Optimizing resource allocation and utilization
- Budgeting and performance management

Who should attend

This short course is designed for non-finance managers, such as:

- Operations managers
- Project managers
- Human resource managers
- Marketing managers
- Sales managers
- Departmental heads or unit leaders

How to apply

Apply online at elly.wysyntaxtest98.or.tz. Your place is confirmed only after we review your application and contact you, within 1 working day.

Apply for this course | Ask on WhatsApp | Email us

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Details correct as of 8 November 2026.