

## SPO ALERT

**Date:** 5/14/2024  
**To:** State Agencies  
**From:** State Procurement Office  
**Re:** FY 2025 Procurement Training Needs Assessment (IMPORTANT REMINDER)

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 complete it by EOB on Friday, May 31st. Your prompt response will enable us to efficiently analyze the data and implement any necessary changes during the new fiscal year.

Click [Training Needs Assessment](#) to access the assessment (**Complete by EOB 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](mailto:John.Jimenez@azdoa.gov) or Sullynna Mvula, Training Manager, at [Sullynna.Mvula@azdoa.gov](mailto:Sullynna.Mvula@azdoa.gov).

Thank you