

PROFESSIONAL TREASURY & CASH MANAGEMENT



GENTEX[®]
TRAINING CENTER



Introduction

Professional Treasury & Cash Management Training Course builds the operational and strategic capability that keeps a company's cash visible, protected, and productive. Participants work through cash positioning, payment operations, bank relationship management, liquidity planning, and treasury risk control as one connected discipline. The programme links daily cash execution with the funding and risk decisions that sit behind it. As a result, learners gain a professional standard rather than a set of tasks. Furthermore, the course strengthens forecasting discipline, control judgement, and the reporting that gives management confidence in the cash position.

Professional Treasury & Cash Management Course Objectives

- Explain the treasury function's role, scope, and accountabilities.
- Build daily cash positioning and consolidated cash visibility.
- Apply cash pooling, sweeps, and in-house banking structures.
- Manage payment operations: wires, ACH, cards, and instant payments.
- Manage bank relationships, account structures, and service levels.
- Apply liquidity ratios and minimum cash balance policy.
- Build direct and indirect cash flow forecasts and rolling thirteen-week plans.
- Apply working capital levers: DSO, DPO, DIO, and the cash conversion cycle.
- Apply FX exposure management basics and hedging instruments.
- Apply treasury controls, fraud prevention, and treasury policy governance.

Course Methodology

- Interactive sessions built on corporate treasury and cash cases.

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- Workshops on cash positioning, payment operations, and bank structures.
- Group exercises on forecasting, working capital levers, and control design.
- Hands-on practice with rolling forecasts, cash dashboards, and control matrices.
- Simulation of a liquidity squeeze and a payment fraud attempt.
- Facilitator coaching and peer review on personal treasury plans.

Who Should Take This Course

- Treasury managers, analysts, and cash managers.
- Finance managers, controllers, and financial accountants.
- Accounts payable and payments team leads.
- Credit controllers and working capital specialists.
- Banking relationship and credit professionals.
- Consultants advising on treasury operations and cash management.

Professional Treasury & Cash Management Course Outlines

Day 1: The Treasury Function and Cash Positioning

- The treasury role, scope, and its relationship to finance and the business.
- Daily cash positioning and consolidated cash visibility.
- Bank account structures and account rationalisation.
- Cash pooling, sweeps, notional pooling, and in-house banking basics.
- Roles, delegation of authority, and approval hierarchies in treasury.
- Treasury policy, service levels, and cut-off discipline.
- Case discussion: a missed cut-off that caused a funding shortfall.





Day 2: Cash Flow Forecasting and Liquidity Planning

- Direct forecasting from receipts and payments.
- Indirect forecasting and reconciling profit to cash.
- Forecast horizons: daily, weekly, monthly, and rolling thirteen-week.
- Seasonality, payment cycles, and collection patterns.
- Minimum cash balance policy and liquidity buffer levels.
- Cash flow at risk and forecast accuracy metrics.
- Workshop: building a rolling thirteen-week cash forecast.

Day 3: Payment Operations and Bank Relationship Management

- The payment lifecycle from request to settlement and posting.
- Payment methods: wires, ACH/bulk, cards, and instant payments.
- Settlement mechanics, value dating, and cut-off times.
- Bank connectivity: SWIFT, host-to-host, and API channels.
- Bank fee analysis, account analysis statements, and service review.
- Multi-bank strategy, bank diversification, and relationship governance.
- Exercise: designing a settlement timetable and bank service review.

Day 4: Working Capital Levers and Treasury Risk

- Days Sales Outstanding (DSO) and receivables management.
- Days Payable Outstanding (DPO) and payment term optimisation.
- Days Inventory Outstanding (DIO) and inventory control basics.
- Computing the cash conversion cycle (CCC) and setting targets.

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- Foreign exchange exposure: transaction, translation, and economic risk.
- FX hedging instruments: forwards, swaps, and options basics.
- Simulation: releasing cash from the CCC and hedging an exposure.

Day 5: Controls, Governance, and Treasury Reporting

- Segregation of duties, dual authorisation, and payment limits.
- Payment fraud risks: business email compromise and mandate fraud.
- Cash dashboards, treasury KPIs, and board-level reporting.
- Treasury management systems (TMS) and ERP integration basics.
- Business continuity, contingency payments, and disaster recovery.
- Building treasury capability and succession.
- Capstone: presenting a treasury and cash management plan.

Conclusion

By successfully completing Professional Treasury & Cash Management, participants will gain a practical command of cash positioning, payment operations, bank management, forecasting, and treasury controls. They will acquire skills in liquidity planning, working capital release, FX exposure basics, and treasury governance that protect the company's cash position. Gentex Training Center designs the programme to help professionals run treasury with discipline and confidence.

FAQs





Q1 What is the "Professional Treasury & Cash Management" course about?

It builds the operational and strategic capability that keeps a company's cash visible, protected, and productive. The course spans the treasury function and cash positioning, cash flow forecasting and liquidity planning, payment operations and bank relationship management, working capital levers and treasury risk, and controls, governance and treasury reporting.

Q2 What are the key benefits of the "Professional Treasury & Cash Management" course?

You gain a professional standard rather than a set of tasks. The course improves cash visibility and forecast reliability, strengthens payment and bank management, sharpens working capital and liquidity decisions, and gives you treasury controls that reduce fraud and error risk.

Q3 What skills will I gain from the "Professional Treasury & Cash Management" course?

You will develop four core skills: treasury operations and cash positioning, cash flow forecasting and liquidity planning, payment operations with bank relationship management, and working capital, FX, and treasury control governance.



Q4 What tools, methods, or standards are covered in the "Professional Treasury & Cash Management" course?

The course covers cash positioning and consolidated visibility, cash pooling, sweeps, notional pooling and in-house banking, treasury policy and delegation of authority, direct and indirect cash flow forecasting, rolling thirteen-week forecasts, minimum cash balance policy, cash flow at risk, forecast accuracy metrics, the payment lifecycle, wires, ACH, cards and instant payments, settlement mechanics and value dating, SWIFT, host-to-host and API connectivity, bank fee and account analysis, Days Sales Outstanding (DSO), Days Payable Outstanding (DPO), Days Inventory Outstanding (DIO), the cash conversion cycle (CCC), FX transaction, translation and economic exposure, FX forwards, swaps and options, segregation of duties and dual authorisation, payment limits, business email compromise and mandate fraud controls, treasury KPIs and cash dashboards, treasury management systems (TMS) and ERP integration, and business continuity and contingency payments.

Q5 How is the "Professional Treasury & Cash Management" course applied in real-world practice?

Participants apply it to real work such as building a daily cash position and rolling thirteen-week forecast, designing cash pooling and account structures, reviewing bank services and fees, releasing cash from the cash conversion cycle, and preparing a treasury dashboard for the board. The same methods support payment fraud control reviews and FX hedging decisions.