Bank Reconciliation and Cash Book Management

Finance & Budgeting

Course Overview

Bank Reconciliation and Cash Book Management: a 5-day professional training course from LTC Consultants, delivered in-classroom across Africa and live online.

What You Will Achieve

- Explain the core principles and current good practice in Bank Reconciliation and Cash Book Management
- Apply practical tools and techniques for Bank Reconciliation and Cash Book Management in your own organisation
- Analyse real-world scenarios and select the right approach with confidence
- Avoid the common pitfalls that undermine Bank Reconciliation and Cash Book Management in practice
- Build a personal action plan to implement what you have learned

Who Should Attend

Directors, senior managers, heads of department, team leaders and high-potential professionals preparing for greater leadership responsibility.

Course Outline

1. Setting the scene: Bank Reconciliation and Cash Book Management in today's organisation
2. Key concepts and the language of Bank Reconciliation and Cash Book Management
3. Frameworks and good practice that deliver results
4. Hands-on application: workshop exercises and cases
5. Problem-solving clinic: participants' real challenges
6. Integrating Bank Reconciliation and Cash Book Management with day-to-day operations
7. Reporting, metrics and demonstrating value
8. Action planning: your first 90 days after the course

Upcoming Dates and Fees

DATES	VENUE	FEE (PER DELEGATE)
2 to 6 Nov 2026	Durban	**$1,450**
9 to 13 Nov 2026	Lagos	**$1,450**
16 to 20 Nov 2026	Online	**$750**
23 to 27 Nov 2026	Pretoria	**$1,550**
30 Nov to 4 Dec 2026	Harare	**$1,450**

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Every delegate receives a Certificate of Attendance. Group and in-house rates available on request.