



Warehouse Personnel have a responsibility to understand the impact of the inventory in their care on the operations of the business and the greater supply chain. This course provides foundational training in material handling, stock taking, the purchasing cycle and the impact that inventory has on manufacturing.

Benefits of attending this courses

This course will provide the delegate with a clear picture of the impact that they have on the inventory throughout the supply chain. The importance of inventory accuracy is highlighted extensively in all stages of warehouse operations such as receiving, counting, bulk replenishment, picking and dispatching. The role that purchasing plays in stock control is also discussed.

Course Options

- Classroom Facilitated – can be conducted on-site. Talk to us about this option
- Public courses – check the latest schedule for dates
- Digital Blended Learning – Download your text books and complete assessments online.
- Self-study – Download your Text books and assignments and complete at your own pace
- Customised – all learning materials can be customised to include internal SOP's

Who should attend and prerequisites

This course is aimed at Warehouse Practitioners who have responsibilities for activities in the warehouse. This course also provides an excellent grounding for other Supply Chain personnel who need to understand how the warehouse activities can affect their own role.

Learners should be competent at NQF level 3 in English Communication and Mathematics. Previous experience with warehouse operations will assist the learner but is not a prerequisite.

How to Book

Complete the form on our website to enquire about this course and make a booking.

Course Outline – Key Learning Points

- Responsibility of the Warehouse Practitioner

- Warehouse impact on Supply Chain operations
- Space requirements of a warehouse
- Receiving and put-away processes
- Productivity in a warehouse
- Storage methods
- The role of stocktaking in ensuring inventory accuracy
- Reasons why stocktaking is performed
- Periodic stocktaking, perpetual stocktaking
- Understanding the control group approach to stocktaking
- The functions related to materials handling
- Understanding the sales order cycle and the impact on the warehouse
- Classifying and coding of Inventory
- Responsible uses of materials handling equipment
- Risk management principles in the warehouse
- Outbound distribution: picking, packing, dispatching
- The purchasing cycle
- Impact of purchasing on inventory

Accreditation and Assessment

MerSETA Skills Programme SP0851/13-17

This Skills Programme covers Unit Standards 377384 (10 credits NQF3), 377362 (5 credits NQF3), 377385 (10 credits NQF3), 378013 (5 credits NQF3)

Delegates are required to submit a Portfolio of Evidence (POE) and Final Summative Assessment (FSA) results in order to be accredited against these unit standards

Duration and delivery options

This course is conducted over 6 days. Typically this course is held one day a week over 6 weeks, or 3 hours a week over 12 weeks. A delivery schedule is provided for submission of POE's and FSA's. Flexible time slots can be agreed for groups of 8 or more.

Where to next..?

After completing this course your next learning opportunities include:

- Inventory Rules and Replenishment
- Managing Logistics Operations
- Operational Planning and Scheduling

About BIZZCO

BIZZCO is an accredited training provider with MerSETA and TETA. We specialise in providing training and skills development services for the Supply Chain and Operations environment. We have a number of services specially designed to enhance the performance of your Supply Chain teams.

Why not try our **Competency Assessment** to measure the skills gaps in your Supply Chain? Our website has more information about this service.