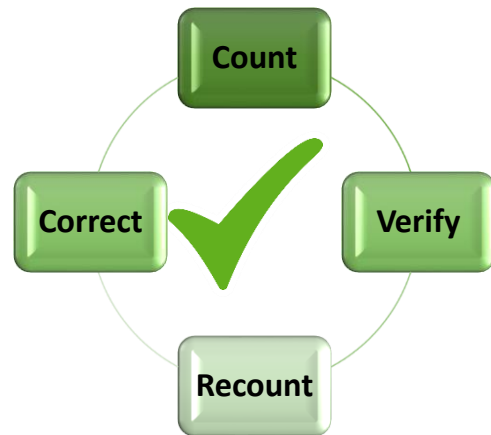




3773620 Role of Stocktaking in Ensuring Inventory

Accuracy US0104



Stock taking is a key activity for ensuring accuracy of inventory levels. Not only is it used to verify inventory value, but cycle counting is used to keep records accurate on a day to day basis. This programme is beneficial for people working in the warehouse environment who need to know why stocktaking is performed, and to use the variety of stocktaking processes to check stock. They will also be able to perform stock reconciliation and to verify the accuracy of the stock records.

Benefits of attending this courses

This course will provide the delegate with a detailed understanding of why the business needs regular stocktaking. It will give the learner a better view of the responsibility given to him or her within the warehouse. The course will add value to your working environment and improve your career opportunities.

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 attend revision sessions
- 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 employees who are responsible for stock taking and cycle counting. 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 2 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

- The role of stocktaking in ensuring inventory accuracy
- Reasons why stocktaking is performed
- Periodic stocktaking
- Perpetual stocktaking
- The control group approach to stocktaking
- Stock reconciliation

Accreditation and Assessment

MerSETA Unit Standard: NLRD377362

This unit standard is on NQF Level 3 and has 5 credits.

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 1 full day, or 2 half days. 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:

- Responsible Materials Handling
- Inventory in a Manufacturing Environment
- Inventory and ordering costs
- Replenishment and Distribution Systems

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.