



This course is for people working in the operational environment who need to know about purchasing and the various relationships associated with it. This course also provides information about applying the supplier selection processes and the functional relationships which are part of the purchasing cycle.

### Benefits of attending this courses

On completion of this course the learner will be able to explain and implement the processes involved in the purchasing cycle. Crucial supplier relationships are explained and the learner will gain confidence through this course to build solid relationships.

### 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 intended for junior managers of organisations.

Learners should be competent in Mathematics literacy and Communication (NQF Level 3)

### How to Book

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

## Course Outline – Key Learning Points

- Define purchasing and explain its role in a manufacturing environment
- Discuss the functional relationships which are part of the purchasing process
- Describe and apply the supplier selection process
- Describe the purchase cycle
- Implement the purchase cycle

## Accreditation and Assessment

### MerSETA Unit Standard: NLRD378013

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 this Unit Standard.

## Duration and delivery options

This course is conducted over 1 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.

All courses can also be taken on line at a reduced fee.

## Where to next..?

After completing this course your next learning opportunities include, but not limited to:

- 83986: Generic Management: Warehouse and Stock
- US0201: Purchasing and Procurement in the Supply Chain
- SCMSP02: Inventory and Replenishment Skills

## 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.