

Further Education and Training Certificate: Generic Management: Manufacturing Control



Bizzco ID SCML04

SAQA ID 83989

NQF Level 04

Min Credits 150

Duration 12 Months

MERSETA Accredited

ENTRY REQUIREMENTS?

Communication, Mathematical Literacy & Computer Literacy at NQF level 3

COURSE DESCRIPTION

Just In Time (JIT) manufacturing is a planning system that allows inventory to be optimized by identifying what needs to be produced, when, and to how many units. JIT is an example of a pull system which depends on demand, unlike a traditional push system where mass production occurs. A company using JIT carries less inventory and only produces goods when they are needed. This certification covers all elements of JIT.

WHO IS THIS COURSE FOR?

This Learnership is aimed at practitioners in the manufacturing environment. Previous experience with Supply Chain/Manufacturing environment will assist the learner but is not a prerequisite. This qualification is intended for junior managers of small organisations, junior managers of business units in medium and large organisations, or those aspiring to these positions. Junior managers include team leaders, supervisors, foremen and section heads.

In the event that the learner requires SETA registration, the learner would need to be employed by a company. Please contact us for more information.

SUPPORTING DOCUMENTS NEEDED?

Certified copy of ID

Certified copy of highest qualification

Employment letter/contract*

**Only needed for SETA registration*



DELIVERY METHODS

Online, Facilitated or Blended

Speak to us about other methods of training delivery and corporate customization!

Online

Interactive self-study 2- 3 hours per day over the 12-month period.

Blended

10 - 60 Facilitation hours, depending on group size.

Facilitated

120 Facilitation hours, total of 15 days of training.

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COURSE STRUCTURE

Module 01	Lessons
Inventory in the Supply Chain For businesses which manufacture and sell products, the management of the inventory which they own is critical to the success of the business. Identification of different types of inventory and implementing performance metrics to measure our inventory are discussed in this module.	01 Intro to Supply Chain Management, Importance of Planning
	02 Types of Inventory
	03 Value of Inventory
	04 Functions and Reasons for Holding Inventory
	05 Excess, Obsolete, Surplus Inventory
	06 Inventory for Manufacturing, Using BOM'S
	07 Importance of Measuring Inventory Across the Supply Chain
	08 Inventory Performance Measurements
Module 02	Lessons
Importance of Customer Service (Long) This course emphasises the importance of customer service to a business in detail. The importance of a customer and the effects poor service has on a business. The module also addresses the impact of inventory on customer service.	01 What is Customer Service?
	02 Effects of Poor Customer Service on the Business
	03 Standards of Customer Service
	04 Impact of Inventory on Customer Service
	05 The Perfect Order - Why is it so Important?
	06 Cost of Back Orders
	07 Demand and Customer Service
	08 Measuring Customer Satisfaction
Module 03	Lessons
Business Communication Communication is two way street. There is a sender and a receiver. It is important to be able to communicate effectively – both in receiving communication and sending it out. It is a skill that can be developed.	01 Language Structure
	02 The Written Language
	03 Effects of Communication on your Audience
	04 Communication Responses
	05 Preparing to Write for an Audience
	06 Business Writing Skills
	07 Spoken Communication
	08 Preparing and Conducting a Meeting

**Further Education and Training Certificate: Generic Management:
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Mathematics, numbers and statistics are used every day in the supply chain. As Inventory Practitioners, knowing how to identify and solve problems, how to interpret statistics and how to optimise space usage are some of the key skills you will learn.

Lessons

01	Working with Numbers
02	Defining and Investigating Problems
03	Generate Possible Solutions Using Problem Solving Techniques
04	Select and Evaluate Solutions to Problems
05	Applying Statistics
06	Use Math to Investigate & Monitor Financial Aspects of Issues
07	Using Maths to Manage Budgets
08	Shapes and Mass

Module 05**Motivate and Build a Team**

Team work is important in any company. A strong team will ensure the success of a department as well as a business. Knowing the purpose of a team, the team dynamics, how to set goals and motivate a team is important.

Lessons

01	Team Leader and the Purpose of a Team
02	Conduct and Ethics
03	Induct a New Member into a Team
04	Strengths, Weaknesses and Personal Development
05	Strengthening and Motivating a Team
06	Team Goals and Implementing a Performance Plan
07	Performance Management and Feedback
08	Maintain Records for a Team

Module 06**Purchasing and Procurement**

Purchasing and procurement are integral functions within the supply chain. In this course, we look at an introduction to the function of purchasing.

Lessons

01	Functions of Purchasing and Procurement
02	Supplier Sourcing and Partnerships
03	Purchase Contract and Negotiation Process
04	Ethics as a Foundation for Business Practice

Module 07**Material Requirements Planning (MRP)**

In this course we look at why having the right material at the right time to meet the

Lessons

01	Understanding Demand
02	Sales & Operations Planning
03	Production Scheduling Environment
04	Material Requirements Planning

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Capacity decisions affect the production lead time, customer responsiveness, operating cost and the company's ability to compete.

Lessons

01	Understanding Capacity Requirements Planning
02	Capacity Measurements and Leveling the Load
03	Production Activity Control
04	Measuring Production Performance

Module 09**Total Quality Management (TQM)**

There is much more to quality than just producing product without any defects. Achieving and managing consistently high levels of quality means continually pursuing excellence.

Lessons

01	Principles and Dimensions of Quality
02	Quality At The Source
03	Quality Inspection / Sampling and Quality Tools & Techniques
04	Quality Cost Management, Benchmarking & Statistical Control

Module 10**Just in Time (JIT) and Lean Manufacturing Principles**

Lean and JIT is a philosophy of continuous improvement and elimination of waste.

Lessons

01	Waste and Waste Elimination
02	Jit and Lean Manufacturing
03	Principles of Flow Shop Operations
04	Theory of Constraints and Continuous Improvement

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UNIT STANDARD INFORMATION

Type	US ID	US Title	NQF	Credits
Core	242824	Apply leadership concepts in a work context	NQF Level 04	12
Core	242815	Apply the organisation's code of conduct in a work environment	NQF Level 04	5
Core	242816	Conduct a structured meeting	NQF Level 04	5
Core	242822	Employ a systematic approach to achieving objectives	NQF Level 04	10
Core	242821	Identify responsibilities of a team leader in ensuring that organisational standards are met	NQF Level 04	6
Core	242810	Manage Expenditure against a budget	NQF Level 04	6
Core	242829	Monitor the level of service to a range of customers	NQF Level 04	5
Core	242819	Motivate and Build a Team	NQF Level 04	10
Core	242811	Prioritise time and work for self and team	NQF Level 04	5
Core	242817	Solve problems, make decisions and implement solutions	NQF Level 04	8
Fundamental	119472	Accommodate audience and context needs in oral/signed communication	NQF Level 03	5
Fundamental	119457	Interpret and use information from texts	NQF Level 03	5
Fundamental	119467	Use language and communication in occupational learning programmes	NQF Level 03	5
Fundamental	119465	Write/present/sign texts for a range of communicative contexts	NQF Level 03	5
Fundamental	9015	Apply knowledge of statistics and probability to critically interrogate and effectively communicate findings on life related problems	NQF Level 04	6
Fundamental	119462	Engage in sustained oral/signed communication and evaluate spoken/signed texts	NQF Level 04	5
Fundamental	119469	Read/view, analyse and respond to a variety of texts	NQF Level 04	5
Fundamental	9016	Represent analyse and calculate shape and motion in 2-and 3-dimensional space in different contexts	NQF Level 04	4
Fundamental	7468	Use mathematics to investigate and monitor the financial aspects of personal, business, national and international issues	NQF Level 04	6
Fundamental	12153	Use the writing process to compose texts required in the business environment	NQF Level 04	5
Fundamental	119459	Write/present/sign for a wide range of contexts	NQF Level 04	5
Elective	377360	Discuss Just in Time (JIT) and Lean Manufacturing	NQF Level 03	5
Elective	377380	Describe the functions of purchasing and procurement	NQF Level 04	5
Elective	377381	Apply Total Quality Management (TQM)	NQF Level 04	8
Elective	377386	Perform material requirements planning (MRP)	NQF Level 04	5
Elective	377440	Perform capacity requirements planning (CRP)	NQF Level 04	8