



## Effective Warehouse Operation & Management Masterclass

### Course Description:

The Warehouse forms a critical link in a company's supply chain. It serves as a marshaling point for incoming materials and a distribution point for delivering these materials to customers. Material must move through the warehouse in a rapid, controlled, cost-effective manner so that customer demands (both internal and external) are properly satisfied. Achieving high levels of performance requires that powerful strategies and proven techniques for Warehouse Operations Management are properly understood and correctly applied. The role of the warehouse has changed from simple stock-keeping to one that is featured prominently as an important part of the supply chain strategy. It has become more challenging to manage a warehouse given the demands for shorter lead time to operating at the lowest possible cost. Managing a world-class warehouse is now recognized as a potentially major source of competitive advantage as opposed to just another source of cost before product reaches the customer. To achieve this competitive advantage, it is important to choose the right type of operation, processes and equipment, and then understand and continuously improve performance through appropriate measures and controls.

## The Training Course will be Highlight?

This course investigates warehouse functions, processes, organization and operations. You will review an analysis of warehouse location, operation, management, controls, procedures, finance, security, cargo/materials handling, and productivity.

## Training Objective:

### **By the end of this course delegates will be able to:**

- Learn the principles of Warehouse and Inventory Management
- Maximize customer service and provide fast and accurate issuing
- Plan and control the warehousing operation to minimize the operational costs
- Guarantee safety to the warehouse personnel and facilities
- Develop the technical skills of warehouse personnel
- Deal and work with the problems and constraints related to warehousing management
- Understand and implement the essential tools for managing warehouses and inventory in the supply chain
- Understand how to select and maintain warehouse equipment
- Conduct safe working practices and operations

## Who should attend?

Storekeepers, Senior Storekeepers, Purchasers, Buyers, Materials & Inspection Engineers, Materials Inspectors, Stores Supervisors, Stores Controllers, individuals who have a stake in the Supply Chain and all Logistics, Materials, Inventory, Stock, Warehouse and Distribution Professionals. It will also help those who need to develop their understanding about warehouse operations management.

## Training Methodology:

This interactive Training will be highly interactive, with opportunities to advance your opinions and ideas and will include;

- Lectures
- Workshop & Work Presentation
- Case Studies and Practical Exercise
- Videos and General Discussions

## Course outline:

### **Introduction & the Role of the Warehouse in the Supply Chain**

- Objectives and Functions of Warehousing Management
- Problems in Warehousing
- Usages of Computers in the Warehouse
- Purposes of holding stock
- Functions of a warehouse
- Types of warehouse

### **New Warehouse Technologies**

- Summary of warehouse technologies
- Functions and role of the warehouse management system (WMS)
- Automatic identification methods
- Modeling and simulation systems

### **Warehouse Layout Options Planning & Material Handling**

- Storage methods and equipment
- Storage utilization and organization
- Stock location
- Fixed versus random location
- Material handling equipment
- Handling and storing hazardous and chemical materials
- How to improve the receiving/issuing material handling operations
- Warehouse automation
- Different types of layout with advantages and disadvantages
- Receiving options



- Storage options
- Picking/assembly options
- Dispatching options

### **Inventory Classification and Inventory Record Accuracy**

- The ABC Classification
- Uses of the ABC Classification
- Periodic and Cycle Counting
- Systems and Methodology of Counting

### **Stock Control and Inventory Performance**

- Stock Checking
- Stock accuracy
- Stock tolerances and approvals
- Stock reconciliations / discrepancies
- Surplus and obsolescent stock
- Preservation options
- Storage conditions
- Stock coding

### **Safety in the Warehouse**

- Housekeeping and Safety in a Warehousing Environment
- Safety Hazards
- Unsafe Acts and Conditions
- Planning for Safety