

Training Title

WAREHOUSE OPERATION & MANAGEMENT

Training Duration

5 days

Training Venue and Dates

REF SL020	Warehouse Operation & Management	5	19-23 December 2021	\$4,500	Dubai, UAE
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In any of the 5 star hotel. The exact venue will be informed once finalized.

Training Fees

- 4,500 US\$ per participant includes Training Materials/Handouts, Tea/Coffee breaks, Refreshments, and International Buffet Lunch.

Training Certificate

Define Management Consultancy & Training Certificate of course completion will be issued to all attendees.

TRAINING OVERVIEW

TRAINING INTRODUCTION

This intensive and practical training on Warehouse Operations And Inventory Management will help you stay in touch with the most important new concepts in the warehousing/distribution field, allowing you to respond to the ever-changing operational demands created by an ever-expanding global market.

TRAINING OBJECTIVES:

- How to select an inventory control method that best suits your inventory management goals
- How to identify the precise problems that are most troublesome in your warehouse
- Cost-cutting, productivity improvement, inventory reduction, and cost-effective measures for your warehouse
- The most important concepts in the warehousing/distribution field today and its emerging role
- How to layout your warehouse for good space utilization, material handling compatibility, and optimum efficiency
- Which equipment best suits your particular operations for storage and handling
- Practical techniques for improving your day-to-day warehouse operations

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- How to develop a balance between warehouse service level and your customers' needs
- How to conduct a physical inventory and a cycle count

WHO SHOULD ATTEND?

- Store, shipping supervisors, Managers, supervisors, and data processing personnel interested in increasing the efficiency of warehouse layouts, systems, and operations

COURSE OUTLINES

Day One

Introduction to Warehousing Management

- Objectives and Functions of Warehousing Management
- Problems in Warehousing in the Arab World
- Usages of Computers in the Warehouse

Inventory Classification and Inventory Record Accuracy

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

Day Two

Organizing the Storage and Material Handling

- Layout of the Warehouse
- Storage Utilization and Organization
- Stock Location
- Fixed Versus Random Location
- Material Handling Equipment
- How to Improve the Receiving/ Issuing Material Handling Operations

Safety in the Warehouse

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

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- Planning for Safety

Dealing with People-related Warehousing Problems

- Staff Management
- Corrective Guidance

Day Three

Productivity in the Warehouse

- Definition of Productivity
- Causes of Lost Time
- Warehousing Management through Performance Analysis (KPIs)

Audit of a Warehouse

- Objectives of the Warehouse Audit
- Periodic and Intermittent Audits
- Components of the Audit
- Steps to Follow Before, During and After the Audit

Day Four

Introduction to Inventory Management

- Objectives and Responsibilities of Inventory Management
- Customer Service in Inventory Management
- Inventory Management in the Arab World

Description and Classification of Inventory

- Types of Inventory
- The ABC Inventory Classification
- Materials Specifications/ Cataloguing

Forecasting Demand and Lead Time

- Techniques of Forecasting:
 - Seasonal Demand
 - Moving Average
 - Exponential Smoothing
- Control of Lead Time

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Inventory Systems

- Inventory Costs
- The Max-Min System
- When and How Much to Order
- Controlling Safety Stocks
- How to Deal with Quantity Discounts

Day Five

Counting and Controlling Inventory

- Counting Methods and Accuracy
- Periodic and Cycle Counting

Reducing Inventory Investment

- Identification and Disposal of Surplus
- Just-In-Time (J.I.T.) Method

Measuring Inventory Management Performance

- Key Performance Indicators (KPIs) and Targets

NOTE:

Pre & Post Tests will be conducted

Case Studies, Group Exercises, Group Discussions, Last Day Review & Assessments will be carried out.

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