

Consulting and Training | Reach New Heights

Course Name

Warehouse & Stores Management

Sector Name

Procurement & Supply Chain Operations

Document Type

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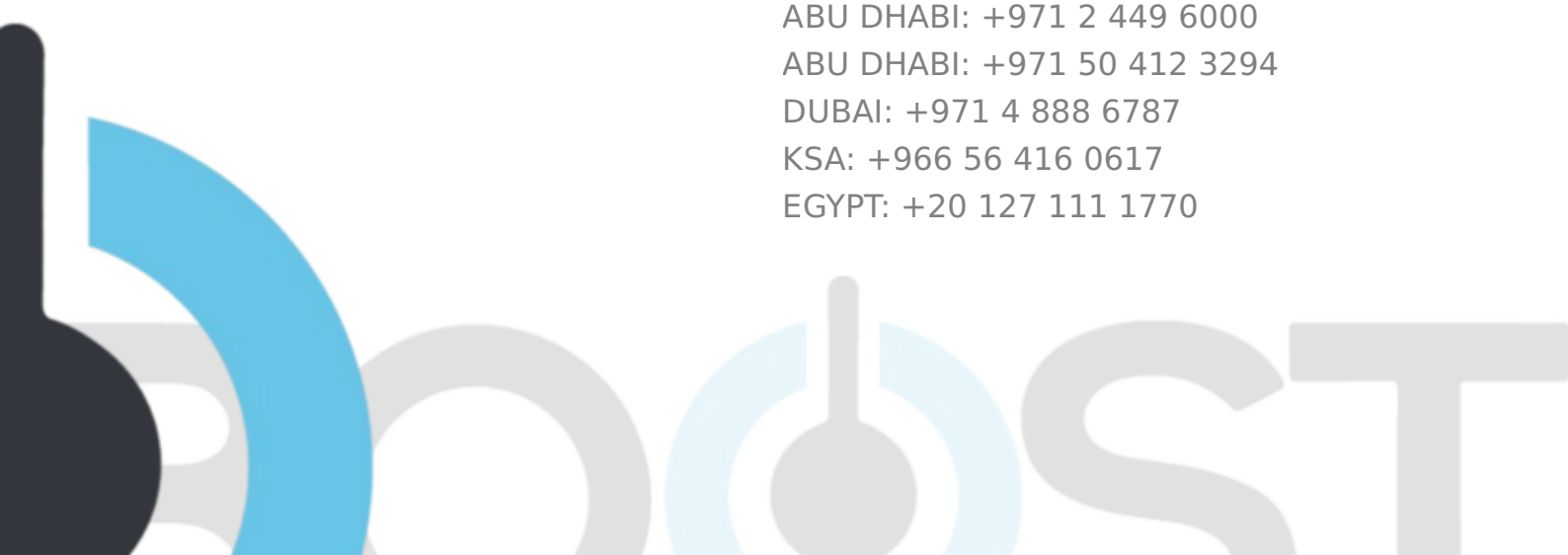
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Warehouse & Stores Management

Course Introduction

Warehousing is an integral part of every logistics system, where the warehousing is an important link between the producer and the customer. Warehousing plays a vital role in providing a desired level of customer service at the lowest possible cost, where there is pressure on the warehouse to perform its functions to a high standard to meet the expectations of the customer. Over a number of years, warehousing has developed from a relatively minor part of the company's logistics system to one of its most important functions.

The purpose of this training course is to show how to implement all of the essential tools for the effective management of warehousing and stores. This training course examines various aspects of the business, such as production, product, suppliers, customers, and the associated product throughput and volumes.

This Warehouse & Stores Management training course will highlight:

- ✓ The Functions of Warehousing
- ✓ The Challenges of Supply and Demand
- ✓ Improving Customer Service at Lower Costs

- ✓ Use of IT in the Warehouse
- ✓ Maximising Space and Cost Reduction

Training Methodology:

This Warehouse & Stores Management training course will be conducted by an instructor with hands-on practical experience in warehousing. The course will include presentations, interactive exercises, video materials, and case studies. Participants will be encouraged to actively engage in discussions, relating warehouse management principles to the specific needs of their workplace.

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Target Audience

- ✓ Individuals new to managing warehouses or stores
- ✓ Non-warehouse staff who need to understand the key issues and drivers of stock control operations
- ✓ Stock management professionals
- ✓ Warehouse operatives and supervisors
- ✓ Distribution professionals

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Learning Objectives

- ✓ Understand how to design effective warehouse procedures
- ✓ Identify and implement improvements in methods and processes
- ✓ Recognize and eliminate wasteful activities and costs
- ✓ Achieve greater value for money by enhancing customer service
- ✓ Enhance internal productivity and efficiency

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Warehouse & Stores Management

Course Outline

✓ Day 01

The Role of the Warehouse

- ✓ Why is a warehouse necessary?
- ✓ What functions do warehouses serve?
- ✓ How do warehouses fit into the supply chain?
- ✓ The balance between sorting and storing
- ✓ Warehouse location and capacity considerations
- ✓ Product classification methods

Supply/Demand Variables

- ✓ ABC Analysis (80/20 Rule)
- ✓ Determining product handling groups
- ✓ Throughputs and product formats

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Course Outline

✓ Day 02

Layout and Operations

- ✓ Warehouse layout options
- ✓ Receiving procedures and options
- ✓ Storage options and techniques
- ✓ Picking and assembly options
- ✓ Dispatching strategies
- ✓ Maximizing use of floor space and vertical height
- ✓ Organizing for flow within the warehouse
- ✓ Methods and equipment selection

Equipment for Lifting, Storing, and Moving:

- ✓ Choosing loading bays
- ✓ Selecting the right forklifts
- ✓ Selecting appropriate racking systems
- ✓ Implications for warehouse layouts
- ✓ Operational timing and planning
- ✓ Integration of IT within the warehouse

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Course Outline

✓ Day 03

Health and Safety

- ✓ Duty of care and legal responsibilities
- ✓ Conducting inspections and risk assessments
- ✓ Task analysis for safety
- ✓ Equipment maintenance and care practices
- ✓ Raising employee awareness on safety
- ✓ Security and loss prevention

Minimizing Theft:

- ✓ Reducing internal theft
- ✓ Preventing external theft
- ✓ Overview of preventative security measures

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Course Outline

✓ Day 04

Productivity and Costs

- ✓ Understanding fixed and variable costs
- ✓ Typical warehouse cost breakdown
- ✓ A model for evaluating productivity, utilization, and performance
- ✓ Setting productivity and cost targets
- ✓ Importance of measurements and key performance indicators (KPIs)
- ✓ Service levels and their impact

Customer Service:

- ✓ The role of warehouses in customer satisfaction
- ✓ Internal vs. external customers
- ✓ Customer service measurement techniques
- ✓ The effects of substandard service
- ✓ Minimizing errors in warehouse operations

Warehouse & Stores Management

Course Outline

✓ Day 05

Warehouse Layouts and Productivity

- ✓ Different types of warehouse layouts with pros and cons
- ✓ Planning for efficient flow in the warehouse
- ✓ Calculations for storage, throughput, and productivity
- ✓ Checklists to help identify the best layout options for your workplace

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Confirmed Sessions

FROM	TO	DURATION	FEES	LOCATION
March 15, 2027	March 19, 2027	5 days	4250.00 \$	UAE , Dubai
June 14, 2027	June 18, 2027	5 days	4250.00 \$	UAE , Dubai
Sept. 14, 2026	Sept. 18, 2026	5 days	4250.00 \$	UAE , Abu Dhabi
Dec. 21, 2026	Dec. 25, 2026	5 days	4950.00 \$	Indonesia , Jakarta

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