

€ TRAINING

Warehouse and Stores Management





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Introduction:

This training program is designed to equip participants with the essential knowledge and skills required to effectively manage warehouse and stores operations. It empowers them to become proficient in the critical aspects of warehouse and stores operations, enabling them to drive excellence in their organizations.

Program Objectives:

At the end of this program, participants will be able to:

- Understand the fundamentals of warehouse and stores management.
- Implement best practices for inventory control and optimization.
- Utilize technology and automation to streamline warehouse operations.
- Enhance safety and compliance measures within the warehouse environment.
- Develop strategies for continuous improvement and performance optimization in warehouse and stores management.

Targeted Audience:

- Warehouse managers and supervisors.
- Logistics and distribution professionals.
- Inventory and materials managers.
- Storekeepers and inventory controllers.
- Employees involved in warehouse and stores management functions.

Program Outlines:

Unit 1:

Fundamentals of Warehouse Management:

- Introduction to warehouse management principles and concepts.
- Warehouse layout and design considerations for optimal space utilization.

- Inventory storage methods and techniques, including bulk storage, rack systems, and automated storage solutions.
- Warehouse safety regulations and best practices for maintaining a safe working environment.
- Role of technology in modern warehouse management, such as warehouse management systems WMS and barcode scanning.

Unit 2:

Inventory Control and Optimization:

- Importance of inventory management in warehouse operations.
- Inventory classification and ABC analysis for prioritizing stock items.
- Inventory valuation methods, including FIFO, LIFO, and weighted average.
- Techniques for minimizing stockouts, overstock situations, and obsolete inventory.
- Strategies for inventory optimization, including just-in-time JIT and lean inventory management principles.

Unit 3:

Technology and Automation in Warehouse Management:

- Overview of warehouse management systems WMS and their features.
- Benefits and challenges of implementing automation and robotics in warehouse operations.
- Integration of technology solutions, such as RFID, IoT, and cloud computing, into warehouse management processes.
- Role of data analytics and predictive maintenance in optimizing warehouse performance.
- Case studies showcasing successful implementations of technology-driven warehouse management solutions.

Unit 4:

Safety and Compliance in Warehouse Operations:

- Importance of workplace safety in warehouse environments.
- OSHA regulations and safety standards for warehouse operations.
- Hazard identification and risk assessment in the warehouse setting.
- Best practices for material handling, equipment operation, and emergency preparedness.

- Compliance with industry-specific regulations, such as food safety and hazardous materials handling.

Unit 5:

Continuous Improvement in Warehouse Management:

- Principles of continuous improvement and lean management in warehouse operations.
- Techniques for conducting performance evaluations and root cause analysis.
- Implementing Kaizen events and 5S methodology to enhance warehouse efficiency.
- Developing key performance indicators KPIs and metrics to measure warehouse performance.
- Strategies for fostering a culture of continuous improvement and employee engagement in the warehouse environment.