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LM091:
Inventory & Stock Control Management

Training Description:

The Inventory & Stock Control Management training course is a five-day professional course designed to equip participants with the knowledge and practical skills to manage inventory and stock efficiently. Proper inventory and stock control is critical for reducing operational costs, preventing stockouts or overstocking, and ensuring smooth business operations.

This intensive training course covers inventory management techniques, stock control systems, warehouse operations, demand planning, performance monitoring and reporting. Participants will learn how to implement best practices in inventory planning, stock rotation, record-keeping, and warehouse optimization. Practical exercises, case studies and group discussions provide hands-on experience in managing inventory accurately and efficiently.

By the end of the training course, participants will be able to plan, monitor, and control inventory effectively, optimize warehouse operations, reduce stock discrepancies, enhance accuracy and maintain continuous stock availability. Participants will also be equipped to implement continuous improvement initiatives to ensure efficient, transparent, and value-driven stock management.

Training Objectives:

By the end of the training, participants will be able to:

- ✓ Understand the principles and importance of inventory and stock control management
- ✓ Develop inventory policies and procedures aligned with organizational objectives
- ✓ Plan, monitor and manage stock levels efficiently
- ✓ Implement stock control techniques, including stock rotation and replenishment
- ✓ Optimize warehouse operations for accuracy and efficiency
- ✓ Monitor inventory performance using key performance indicators
- ✓ Reduce stock discrepancies, losses and operational inefficiencies
- ✓ Apply continuous improvement methods to enhance stock management practices

Training Designed for:

This training program is designed for inventory managers, stock controllers, warehouse supervisors, procurement officers, supply chain professionals and operations managers responsible for managing inventory and stock. It is also suitable for team leaders, storekeepers, planners and emerging professionals seeking practical skills to optimize stock levels, improve accuracy and enhance warehouse operations.

Training Requirement:

"Hands on practical sessions, equipment and software will be applied during the course if required and as per the client's request."

Contents can be adapted to your specific wishes. It is therefore possible to focus on specific modules of the training course as per client's learning needs and objectives. Further, it should be forwarded to us a month prior to the course dates.

Training Program:

DAY ONE:

- ❖ Foundations of Inventory & Stock Control Management

- Overview of inventory and stock control concepts
- Importance of stock control for operational efficiency
- Types of inventory and stock management systems
- Key performance metrics in inventory management
- Common challenges in inventory and stock control
- Case study: successful inventory management practices
- Group discussion: participants' current inventory practices

DAY TWO:

❖ Inventory Planning and Stock Control Techniques

- Inventory planning methods and techniques
- Stock rotation, reorder points and safety stock calculation
- Demand forecasting and inventory replenishment
- Controlling slow-moving, obsolete and critical stock
- Monitoring stock levels and usage trends
- Case study: optimizing inventory planning in practice
- Group exercise: developing a stock control plan

DAY THREE:

❖ Warehouse Operations and Optimization

- Warehouse layout, storage and material handling best practices
- Managing stock movements and warehouse workflow
- Stock accuracy, recording and documentation practices
- Minimizing errors, discrepancies and operational bottlenecks
- Technology solutions for warehouse management
- Case study: improving warehouse efficiency
- Group activity: designing an optimized warehouse layout

DAY FOUR:

❖ Monitoring, Reporting and Performance Management

- Key performance indicators for inventory and stock control
- Monitoring stock levels, turnover and usage efficiency
- Reporting techniques for informed decision-making
- Analyzing data to identify trends, gaps and improvements
- Integration with procurement, logistics and finance functions
- Case study: performance monitoring in stock management
- Group exercise: inventory reporting and performance analysis

DAY FIVE:

❖ Continuous Improvement and Best Practices

- Identifying areas for improvement in stock control
- Applying lean and continuous improvement techniques
- Implementing standard operating procedures and guidelines
- Staff training and capacity building for inventory management
- Benchmarking inventory performance against best practices

- Group presentations: stock control improvement action plans

❖ Course Conclusion
❖ POST-ASSESSMENT and EVALUATION

Training Methodology:

This interactive training course includes the following training methodologies as a percentage of the total tuition hours:

- 30% Lectures, Concepts, Role Play
- 70% Workshops & Work Presentations, Techniques, Based on Case Studies & Practical Exercises, Gamification, Software & General Discussions
- Pre and Post Test

Training Certificate(s):

CMCT Internationally recognized certificate(s) will be issued to each participant who completed the course.

Training Fees:

TBA as per the course location - This rate includes participant's manual, hand-outs, buffet lunch, coffee/tea on arrival, morning & afternoon of each day.

Note: The 5% VAT (Value Added Tax), will be effective starting 01st of January 2018 as per the new regulation from the UAE Government. The VAT applies for all quotation both for local and abroad.

Training Timings:

Daily Timings:

07:45 - 08:00	Morning Coffee / Tea
08:00 - 10:00	First Session
10:00 - 10:20	Recess (Coffee/Tea/Snacks)
10:20 - 12:20	Second Session
12:20 - 13:00	Recess (Prayer Break & Lunch)
13:00 - 14:00	Last Session

For training registrations or in-house enquiries, please contact:
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