



*Training Course:  
Warehouse and Inventory Management*

*29 June - 3 July 2026  
Cape Town (South Africa)  
DoubleTree by Hilton Cape Town - Upper Eastside*

## Training Course: Warehouse and Inventory Management

Training Course code: PU4047 From: 29 June - 3 July 2026 Venue: Cape Town (South Africa) - DoubleTree by Hilton Cape Town - Upper Eastside Training Course Fees: 6350 € Euro

### Introduction

Warehouses and inventory management are often overlooked in organizations, yet they are crucial for providing excellent customer service. This program will demonstrate how to implement essential tools for effective warehouse and store management. Participants will learn to evaluate procedures, eliminate wasteful activities and excess costs, and improve customer service. The program provides practical skills that can be applied directly to the workplace to avoid internal performance limitations and deliver added value for money.

### Objectives

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

- Evaluate current warehouse and inventory management procedures
- Identify and implement improvements to eliminate waste and reduce costs
- Avoid internal problems that limit warehouse performance
- Optimize warehouse operations to improve customer service
- Gain added value from warehouse processes and inventory management

### Target Audience

This program is ideal for:

- Warehouse Managers and Supervisors
- Inventory Managers
- Procurement Managers
- Supply Chain Managers
- Logistics Professionals
- Operations Managers
- Business Analysts involved in warehousing or inventory management
- Anyone looking to improve warehouse efficiency, cost control, and customer service

This course is designed for individuals and organizations aiming to optimize warehouse and inventory management processes and enhance overall operational performance.

### Course Outline

Day 1: The Role of the Warehouse

- Why do we need a warehouse?
- Warehouse functions and how they fit into the supply chain
- Balancing sorting and storing processes
- 12 key questions to ask about warehousing activities
- **Product Classification:**
  - Supply/demand variables
  - ABC Analysis 80/20 rule
  - Determining product handling groups
  - Throughputs and product formats
- **Layout Options:**
  - Receiving, storage, picking/assembly, and dispatching options
  - Using floor and height space effectively
  - Organizing for flow

#### Day 2: Methods and Equipment

- Analyzing warehouse structure and layout options
- Selecting appropriate warehouse equipment: forklifts, racking, etc.
- Implications for warehouse layouts and operational timings
- Planning for efficient warehouse operations

#### Day 3: Health and Safety

- Duty of care and conducting risk assessments
- Equipment maintenance and care
- Raising awareness around safety in the warehouse
- **Security and Loss Prevention:**
  - Minimizing internal and external theft
  - Preventive measures to ensure security

#### Day 4: Productivity and Costs

- Understanding fixed and variable costs in warehouse management
- Developing a model to understand productivity, utilization, and performance
- Setting productivity and cost targets
- **Service Levels:**
  - Internal and external customer service measures
  - Customer service sampling and minimizing errors
  - Effects of substandard service and how to address them

#### Day 5: Warehouse Layout

- Different types of warehouse layouts and their advantages/disadvantages
- Planning for flow in the warehouse and optimizing space
- Decision-making checklists for the best warehouse layout option

## Registration form on the Training Course: Warehouse and Inventory Management

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Complete & Mail or fax to Global Horizon Training Center (GHTC) at the address given below

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### Company Information

Company Name: .....  
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### Person Responsible for Training and Development

Full Name (Mr / Ms / Dr / Eng): .....  
 Position: .....  
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### Payment Method

- Please find enclosed a cheque made payable to Global Horizon
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### Easy Ways To Register

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