



Change the World

Unit for Continuing Education

For more information contact:  
041-504 4694

[Chantell.Vogts@mandela.ac.za](mailto:Chantell.Vogts@mandela.ac.za) [www.mandela.ac.za/continuingeducation](http://www.mandela.ac.za/continuingeducation)



[mandela.ac.za](http://mandela.ac.za)



Introduction to  
Warehouse  
Management



### Course Fee

R8790

### Course Date

10 August 2024 (x12 weeks)

### Course Duration

Every Saturday morning

12 Saturdays 08:00am - 10:00am

### Time

08:00 – 10:00am

### Full payment before course commences confirms your booking

Payment can be made at cashiers or EFT

Standard Bank – Gqeberha

Branch Code: 050417

Account No: 080263011

Reference No: 2947 - 4120 (your surname)

***Nelson Mandela University students applying for this course must ensure that their student account is settled.***

### COURSE OBJECTIVE

- Stores management - a materials management function
- Stores administration - functions, classification, relationships, responsibilities
- Stock records - purpose and methods of holding stock records
- Stock receipt and inspection
- Issue of stock
- Stores identification
- Stock taking and stock checking



**Cancellations/Refunds**

Course fees are not refundable unless cancellation has been made at least seven days prior to course commencement.

**A 30% admin/cancellation fee is levied.**

If the course is fully booked or cancelled by the Nelson Mandela University, a full refund of fees will be made.

### **PLEASE NOTE:**

Proof of payment to be forwarded to  
[Chantell.Vogts@mandela.ac.za](mailto:Chantell.Vogts@mandela.ac.za)

Deadline for applications and payment is at least two weeks prior to the commencement of the course.

***This SLP will only commence should the minimum number of attendees is reached.***

