Inventory Accuracy Improvement Training Course

Professional Development Training Course Outline

Category	Logistics and Supply Chain Management	**Duration**	5 Days
Base Fee	$1,500 USD	**Delivery Mode**	Online / On-site Hybrid

Course Introduction

In today’s fast-paced supply chain and warehouse management environment, maintaining precise inventory records is crucial for operational efficiency, cost reduction, and customer satisfaction. Inventory Accuracy Improvement Training Course equips participants with advanced techniques and best practices to enhance inventory management processes, minimize stock discrepancies, and optimize overall warehouse performance. The course emphasizes practical strategies for accurate stocktaking, real-time tracking, and effective utilization of inventory management systems to reduce shrinkage, improve order fulfillment, and drive organizational productivity.

Participants will gain in-depth knowledge of inventory control principles, error identification, cycle counting methods, and reconciliation strategies. Through interactive exercises, case studies, and hands-on simulations, trainees will learn how to implement robust inventory audit procedures, streamline warehouse operations, and leverage technology for data-driven decision-making. This course ensures that inventory managers, warehouse supervisors, and supply chain professionals can achieve higher levels of operational accuracy, cost efficiency, and regulatory compliance.

Programme Curriculum

Inventory Accuracy Improvement Training Course

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Course Objectives

1. Understand the fundamentals of inventory accuracy and its impact on supply chain efficiency
2. Analyze common causes of inventory discrepancies and develop corrective strategies
3. Implement cycle counting procedures to maintain accurate stock records
4. Utilize advanced inventory management systems and technology for tracking
5. Apply root cause analysis for inventory errors and shrinkage reduction
6. Design effective stocktaking schedules to optimize warehouse operations
7. Integrate automated inventory solutions to enhance data accuracy
8. Develop standard operating procedures for inventory management
9. Perform reconciliation of physical and system inventory data
10. Monitor key performance indicators (KPIs) for inventory accuracy
11. Conduct internal audits and compliance checks for inventory control
12. Develop continuous improvement plans for warehouse and inventory operations
13. Apply case study lessons to real-world inventory management scenarios

Organizational Benefits

- Reduction in stock discrepancies and losses
- Improved warehouse operational efficiency
- Enhanced decision-making through accurate inventory data
- Streamlined procurement and replenishment processes
- Improved customer satisfaction through timely order fulfillment
- Cost savings through better inventory control
- Enhanced audit readiness and regulatory compliance
- Reduced shrinkage and waste
- Better alignment between inventory and financial reporting
- Strengthened supply chain resilience

Target Audiences

1. Warehouse managers and supervisors
2. Inventory controllers and analysts
3. Supply chain and logistics professionals
4. Procurement officers
5. Operations managers

6. Quality assurance personnel
7. Retail and distribution staff
8. Financial controllers and auditors

Course Duration: 5 days

Course Modules

Module 1: Introduction to Inventory Accuracy

- Importance of inventory accuracy in supply chains
- Common inventory errors and their impact
- Overview of inventory management systems
- Key metrics for monitoring inventory accuracy
- Case Study: Stock discrepancies in retail warehouse operations
- Hands-on exercise: Identifying inventory errors

Module 2: Stocktaking Techniques and Best Practices

- Methods for physical inventory counting
- Cycle counting procedures
- Scheduled vs. continuous counting
- Tools and technology for stocktaking
- Case Study: Warehouse optimization through cycle counting
- Practical exercise: Conducting a sample stocktake

Module 3: Inventory Reconciliation and Auditing

- Reconciliation of physical vs. system inventory
- Internal audit procedures
- Reporting and documentation standards
- Identifying root causes of discrepancies
- Case Study: Reconciliation process improvement in distribution center
- Practical exercise: Conducting reconciliation

Module 4: Root Cause Analysis and Error Prevention

- Identifying recurring inventory errors
- Analyzing process gaps
- Implementing preventive measures
- Staff training and accountability
- Case Study: Shrinkage reduction in FMCG warehouse
- Exercise: Designing error prevention strategies

Module 5: Inventory Management Systems and Automation

- Overview of inventory management software
- Automated tracking and RFID technologies
- Integration with warehouse operations
- System-generated reporting and alerts
- Case Study: Automation improving inventory accuracy
- Exercise: Using software for stock tracking

Module 6: Continuous Improvement and KPI Monitoring

- Key performance indicators for inventory accuracy
- Benchmarking and performance tracking
- Continuous improvement strategies
- Corrective action plans
- Case Study: KPI-driven inventory improvement
- Exercise: Developing an improvement plan

Module 7: Regulatory Compliance and Standard Procedures

- Compliance requirements for inventory management
- Standard operating procedures (SOPs)
- Documentation and audit readiness
- Internal controls for inventory
- Case Study: Compliance implementation in logistics company
- Exercise: Developing SOPs for inventory operations

Module 8: Integrated Inventory Management and Strategic Planning

- Linking inventory to procurement and supply chain planning
- Forecasting and demand planning
- Strategic stock allocation
- Reducing overstock and stockouts
- Case Study: Strategic planning enhancing inventory efficiency
- Exercise: Implementing integrated inventory strategy

Training Methodology

- Interactive lectures and presentations
- Hands-on practical exercises
- Case study analysis and group discussions

- Simulation of inventory scenarios
- Role-playing for stocktaking and reconciliation
- Continuous assessment and feedback

Register as a group from 3 participants for a Discount

Send us an email: info@fineskilltrainingcenter.org or call *+254769199797*

Certification

Upon successful completion of this training, participants will be issued with a globally- recognized certificate.

Tailor-Made Course

We also offer tailor-made courses based on your needs.

Key Notes

a. The participant must be conversant with English.

b. Upon completion of training the participant will be issued with an Authorized Training Certificate

c. Course duration is flexible and the contents can be modified to fit any number of days.

d. The course fee includes facilitation training materials, 2 coffee breaks, buffet lunch and A Certificate upon successful completion of Training.

e. One-year post-training support Consultation and Coaching provided after the course.
f. Payment should be done at least a week before commence of the training, to Fineskill Training Center account, as indicated in the invoice so as to enable us prepare better for you.

Upcoming Scheduled Sessions

Start Date	End Date	Location	Price
23 Nov 2026	27 Nov 2026	Online	$1,000
23 Nov 2026	27 Nov 2026	Physical	$1,500
23 Nov 2026	27 Nov 2026	Physical	$3,000
23 Nov 2026	27 Nov 2026	Physical	$3,000
23 Nov 2026	27 Nov 2026	Physical	$6,000

Start Date	End Date	Location	Price
23 Nov 2026	27 Nov 2026	Physical	$4,500
23 Nov 2026	27 Nov 2026	Physical	$6,000
23 Nov 2026	27 Nov 2026	Physical	$6,000

Ready to enroll or request a customized program? Book online or contact us:

Register Online Now

Email: info@fineskilltrainingcenter.com | Website: www.fineskilltrainingcenter.com