

Singapore Institute of Materials Management

WSQ PERFORM LOGISTICS & TRANSPORT OPERATIONS

with SSG Funding (*Up to \$300 funding*)*

- ❑ **Course Objective**
To help participants to acquire the fundamental knowledge of the warehouse management
- ❑ **Who Should Attend?**
Supply Chain Executives, Logistics Officer, Logistics Executives, Logistics Analyst, Distribution Officers, Materials Handlers, Logistics Supervisors, Logistics Managers
- ❑ **Entry Requirement**
Participants should pass secondary school education. Those who do not meet the entry requirement may be considered on a case-by-case basis
- ❑ **Perform LOGISTICS & TRANSPORT OPERATIONS (PLTO) Program Coverage**
The **PLTO** course consists of 5 sessions:16 hrs

SYLLABUS

A1: Logistics Fundamentals

- *Types of delivery operations*
- *Safety in Logistics*
- *Fleet Management System*
- *Contingency Transport Planning*
- *Resource Management*

A2: Logistics Process

- *Process customer order /*
- *Raise picking list/pick goods*
- *Update inventory records*
- *Stage goods to outbound area and raise Delivery Order*
- *Interpret delivery schedules, schedule and arrange deliveries*
- *Update billing details.*

A3 Customer Service

- *Customer Service in the Logistics Sector*
- *Characteristics of providing good customer services*
- *How do you evaluate customer service?*
- *Enhancing customer service levels.*

A: Course Fees for INDIVIDUAL Payment more than 40 years old

Course	Full Course Fee	Funding >40 yrs old	Nett Course Fee	CM Fee	Total Fee	SFC-\$1K Nett Payment
PLTO	\$550	\$370 or \$420	\$130 to \$180	\$55	\$185 to \$235	\$0

CM Fee = Course Materials fee SFC= SkillsFuture Credit (Personal=\$500/\$1K)

B: Course Fees for INDIVIDUAL Payment less than 40 years old + PR

Course	Full Course Fee	Funding <40 yrs old	Nett Course Fee	CM Fee	Total Fee	SFC-\$1K Nett Payment
PLTO	\$550	\$240-\$275	\$275-\$310	\$55	\$330 to \$365	\$0

CM Fee = Course Materials fee SFC= SkillsFuture Credit (Personal=\$500/\$1K)

C: Course Fees for SME (Company Sponsored)

Course	Full Course Fee	Funding for SMEs	Nett Course Fee	Course Material Fee	Total Fee *
PLTO	\$550	\$350-\$400	\$150 to \$200	\$55	\$205 to \$255

***ACTUAL FUNDING:** To ascertain actual funding amount personal particulars will be required to login **SSG website** under "Grant Calculator".

Registration Process

Check your SF Credit amount: Check your Skills Future Credit amount:

<https://tinyurl.com/r5s4k2xh>

Award of Certificate:

Title of award: [Transportation Hub](#), awarded by SSG/WSQ.

Candidates must complete all assignments and pass all the assessments with attendance at least 75%.

- Inquiries:** Email: info@simm.org.sg Tel: 66531233 Website: www.simm.org.sg
Corporate Office / Training Venue: 9 Ah Hood Road, #04-06, Singapore 329975

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Directions to SIMM ([Google map](#))

<https://goo.gl/maps/P76kqiXKFkxn5tMh8>

