

JOB ROLE – STORE OPERATIONS ASSISTANT

Sector – Retail
(Qualification Pack Code: RAS/Q 0101)



PSS Central Institute of Vocational Education
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UNIT 3: STOCK LEVELS IN STORAGE

Session 1: Stock Levels in Retail Stores

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Session Objectives

The student will be able to:

- Describe the meaning of stock
- Explain the stock levels in retail store
- Classify the types of stock levels
- Check the stock levels in retail store
- Demonstrate the need of managing stock level in retail

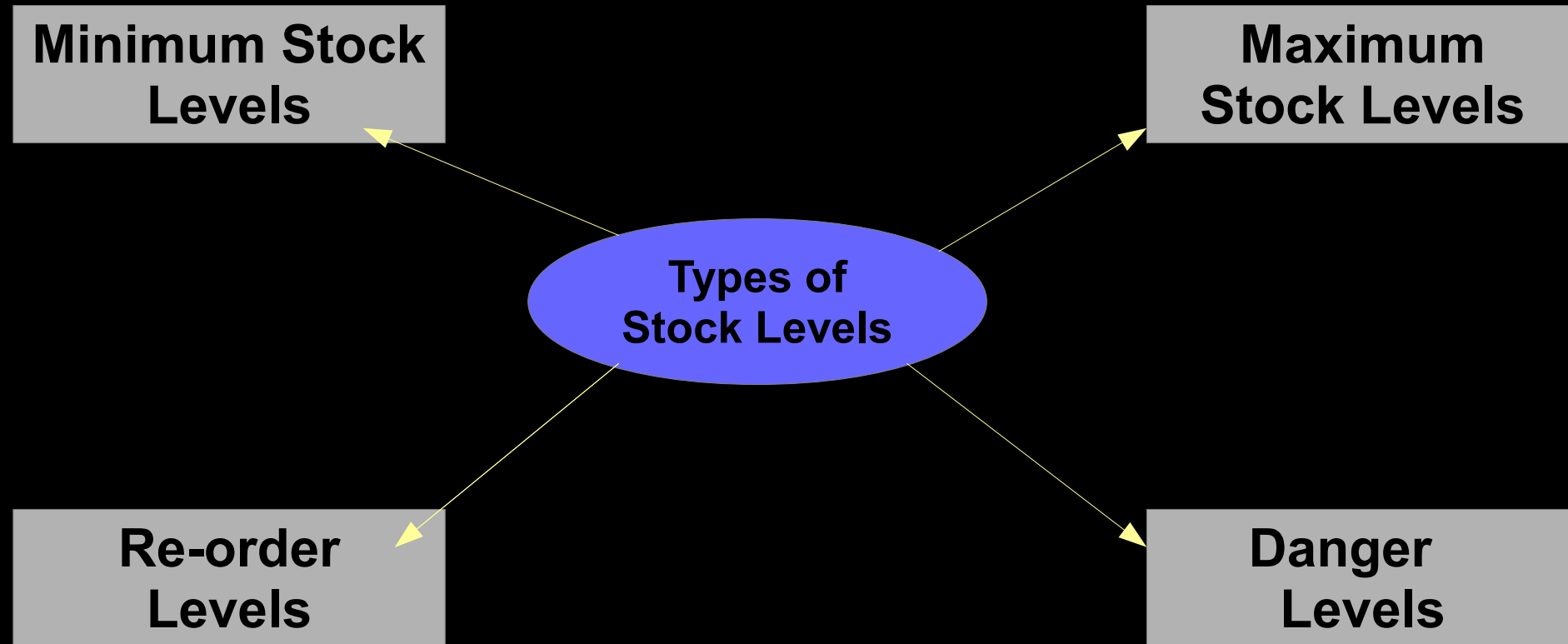
Introduction

Everything which is used to make products, provide services and to run business is part of stock. Stock level is the different levels of stock required for effective control of materials at a retail store, to avoid over- and under-stocking of materials

Stock Levels in Retail Store

Stock level is the different levels of stock required for effective control of materials at a retail store, to avoid over- and under-stocking of materials. After receiving goods for storage in the retail store, the responsibility of the store operations assistant or the store keeper increases.

Types of Stock Levels



How to check Stock Levels?

Stock Ledger

Stock ledger keeps the information of the stock and amount of stock or inventory. It also helps in calculating the percentages of vendor pricing, sales and profits.

Bin card

It is used to keep a track of the number of items.

Computerized

Computerised stock checking systems are used by businesses which wish to have a continually updated list of available stock.

Need for Managing Stock Levels in Retail

- Managing orders and products
- Provides constant supply of products
- Customer retention
- Convert Customers into loyal customers
- Monitors orders level
- Avoids over and under stocking positions of goods

Summary

In this session, you have learnt about the stock levels in retail store, types of stock levels, how to check stock levels and need for managing stock level in retail.

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