



Accredited Africa Training Institute for Capacity Development

Unit FO409, Hatfield Plaza · 1122 Burnett St, Hatfield 0028 · Pretoria, Gauteng · South Africa

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COURSE BROCHURE

Buying and Planning Functions in Wholesale and Retail

Services / Wholesale and Retail

Unit Standard 252276 · NQF Level 5 · 5 Credits · 2 Days

COURSE OVERVIEW

This course equips learners with the knowledge and skills to effectively manage buying and planning functions within wholesale and retail environments. Participants will understand the interrelationship between buying, planning, and inventory management to optimize stock levels and meet customer demand. The course aligns with SAQA Unit Standard 252276, ensuring compliance with national competency requirements.

Category	Services
Subfield	Wholesale and Retail
Unit Standard	252276
Accreditation	SAQA Accredited · NQF Level 5 · 5 Credits
Duration	2 days
Training Method	Online, On-Campus, In-House
Certificate	Issued via AATICD LMS – verifiable online

LEARNING OUTCOMES

- Explain the buying process and its role in the wholesale and retail supply chain.
- Apply planning techniques to determine stock requirements and optimize inventory levels.
- Analyze factors influencing buying decisions, including supplier selection and negotiation.
- Evaluate the impact of buying and planning functions on profitability and customer satisfaction.
- Implement inventory control methods to reduce costs and minimize stockouts or overstocks.
- Demonstrate understanding of legal and ethical considerations in procurement activities.

WHO SHOULD ATTEND

- This course is designed for buyers, planners, inventory managers, and retail supervisors who are responsible for procurement and stock planning in wholesale or retail operations.

COURSE OUTLINE

Day 1: Foundations of Buying and Planning in Wholesale and Retail

- Overview of wholesale and retail supply chain.
- The buying function: roles, responsibilities, and cycle.
- Planning function: demand forecasting methods.
- Assortment planning and product range decisions.
- Supplier selection and relationship management.
- Inventory management basics: stock levels and turnover.
- Ethical sourcing and legal compliance.
- Case study: buying and planning in a retail context.

Day 2: Advanced Applications and Practical Integration

- Sales data analysis for buying decisions.
- Developing a merchandise budget and plan.
- Supplier performance evaluation: delivery, quality, cost.
- Negotiation techniques for buyers.
- Category management principles.
- Technology in buying and planning: ERP systems.
- Risk management in procurement.
- Capstone exercise: creating a buying and plan for a product category.

ASSESSMENT & CERTIFICATION

Delegates are assessed through exercises and a final test. A mark of **50% or above** earns an **AATICD Certificate of Completion**, issued digitally with a unique verification code. This course carries **5 NQF credits** at **NQF Level 5**.

PRICING (PER DELEGATE, EX-VAT)

Delegates	Training Method	Price per Delegate	Total
1	Online	R 16,200.00	R 16,200.00
1	In-House	R 21,000.00	R 21,000.00
1	On-Campus (Pretoria)	R 24,300.00	R 24,300.00

UPCOMING SESSIONS

Start	End	Method	Venue
03 Aug 2026	04 Aug 2026	On-Campus	Pretoria, South Africa
03 Aug 2026	04 Aug 2026	On-Campus	Cape Town, South Africa
03 Aug 2026	04 Aug 2026	On-Campus	Johannesburg, South Africa
05 Aug 2026	06 Aug 2026	On-Campus	Dubai, UAE
05 Aug 2026	06 Aug 2026	On-Campus	Mauritius
05 Aug 2026	06 Aug 2026	On-Campus	Lagos, Nigeria
11 Aug 2026	12 Aug 2026	On-Campus	Cape Town, South Africa
11 Aug 2026	12 Aug 2026	On-Campus	Pretoria, South Africa

Contact us if no suitable date is listed – on-demand sessions can be arranged for groups.

HOW TO GET A QUOTE OR APPLY

1. **Get an instant quotation online:** visit www.aaticd.co.za, open the page for this course (Unit Standard 252276) and click **Get A Quote / Apply**. Select your training method and number of delegates – your quotation is generated immediately and emailed to you with the course brochure attached.
2. **Apply by email:** send the course title, your preferred training method (Online, In-House or On-Campus Pretoria), the number of delegates and your preferred dates to apply@aaticd.co.za – our team will reply with a formal quotation.
3. **Apply by phone or WhatsApp:** call +27 12 004 8389 or WhatsApp +27 65 077 6310 and we will prepare your quotation and reserve your seats.
4. **Confirm your booking:** accept the quotation and settle the invoice. As soon as payment is confirmed your delegates are enrolled and receive their AATICD LMS login details by email, along with joining instructions for their chosen training method.

Group discounts apply automatically – the more delegates you enrol, the lower the price per delegate. No payment is required to request a quotation.

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