



Australian Government

Assessment Requirements for SISXFAC005 Manage stock supply and purchase

Release: 1

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Modification History

Not applicable.

Performance Evidence

Evidence of the ability to complete tasks outlined in elements and performance criteria of this unit in the context of the job role, and:

- establish and implement cost-effective stock purchasing and control systems for at least three of the following stock items:
 - food and beverages
 - office supplies and stationery
 - equipment
 - cleaning agents and chemicals
 - maintenance supplies
 - general stores
- monitor stock control systems involving above stock items, stock quality and cost-effectiveness of supply
- produce stock control reports and data required to calculate cost-effective purchasing of above items.

Knowledge Evidence

Demonstrated knowledge required to complete the tasks outlined in elements and performance criteria of this unit:

- specific industry sector:
 - forecasting methods for calculating required stock levels including formulas for yield testing and use of standard measures
 - methods to calculate cost-effective order quantities for different stock items
 - types of computer stock control systems used, their functions and features
 - stock security systems
 - types of storage and their suitability for different kinds of stock
 - supply sources for different types of product
 - formats for and inclusions of purchase specifications, including appropriate terminology
- specific organisation:
 - relevant stock, product life and storage requirements for specific goods
 - standard business periods, peak seasons and special events

- stock control systems
- reasons for stock loss and damage and methods to control these
- formats for, inclusions and uses of stock control procedures including those for stock with high wastage or loss
- various stock control reports.

Assessment Conditions

Skills must be demonstrated in:

- a multi-use sport, fitness or recreation facility or context for which stock is purchased and stock control systems are developed. This can be a workplace or simulated facility.

Assessment must ensure access to:

- computers, printers and stock control software systems
- current commercial purchase specifications, stock control procedures and reports, supplier cost and contractual documentation used for the purchase of stock
- suppliers with whom the individual can interact and negotiate; these can be:
 - suppliers in an industry workplace who are assisted by the individual during the assessment process or
 - individuals who participate in role plays or simulated activities, set up for the purpose of assessment, in a simulated industry environment operated within a training organisation.

Assessors must satisfy the Standards for Registered Training Organisations' requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=1ca50016-24d2-4161-a044-d3faa200268b>