



### **Workshop on Production and Operations Management**

March 3 – 7, 2025, 1<sup>st</sup> Run: Lagos & Port Harcourt

September 1 – 5, 2025, 2<sup>nd</sup> Run: Lagos & Abuja

**For Tutor -Led Class:** 9am – 4:30pm

**Workshop fee:** N300, 000 per Participant

**For online:** Delivery via Zoom

**Online course fee:** N250, 000 per Participant

**Available for In-plant Training**

**700 U\$D for foreign  
Participants**

### **Program Overview:**

Production is a scientific process which involves transformation of raw material (input) into desired product or service (output) by adding economic value. Production is defined as “the step-by-step “conversion of one form of material into another form through chemical or mechanical process to create or enhance the utility of the product to the user.

Thus production is a value addition process. At each stage of processing, there will be value addition. Operation is, about the day-to-day creation and delivery of products and services. *Operation* refers to those parts of the business which are concerned with producing products and rendering services.

Operations are repetitive, permanent or semi-permanent functional work to produce products or services. Operations Management is the management of the direct resources required to produce the goods and services provided by an organization.

The very essence of any business is to cater needs of customer by providing services and goods, and in process create value for customers and solve their problems. Production and operations management talks about applying business organization and management concepts in creation of goods and services.

### **For whom:**

This program is designed for Operators, Team Leaders, Coordinators, Operatives, Technicians, procurement and store operators. Engineers and other employees who are involved in operations and production processes as well as quality control personnel, inspectors, testing personnel, or those interested in cost or profit center or quality improvement functions can also benefit from this program.

### **Learning Objectives**

At the end of the workshop, participant will be able to:

- acquire skills in production and operations management;
- discuss capacity planning and facility alignment to enhance effective operations;
- evaluate the process of project planning and control;
- apply quality processes to produce quality products; and
- acquire production management skills that will contribute greatly to quality and cost-effective products to enhance profitability.

Human Capital Associates Global Consult Ltd is Accredited by Nigeria Council for Management Development (NCMD)

Lagos: Human Capital Associates Global Consult Ltd: Acme House 2nd Floor, Ogba Industrial Scheme, Ogba, Ikeja – Lagos

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24/7 Lines: +234-8068933608 (WhatsApp), +234-8029170491 & +234-8145745664(WhatsApp) & +234-9112830607

## Course Outline:

### Day 1: Production and Operations Management – An overview

- Objectives of Production Management
- Objectives of Operations Management
- Planning and Forecasting

### Day 2: Quality Management

- Strategic Issues
- Process Analysis and Design
- Effective Product Design
- Process Configuration Strategies

### Day 3: Supply Chain Management

- Materials Management and Warehouse
- Inventory Management
- Materials and Resource Planning

### Day 4: Production Planning and Operations Scheduling

- Planning Team Work and Job Design
- Capacity Planning/ Facilities Planning - MRP11
- Monitoring and Evaluation
- On –line Inspections/Site Inspection
- Control measures

### Day 5: Management of Technology

- Project Management
  - Planning Development Strategies
- Change Management
- Work Study and Industrial Engineering

#### LOCATIONS

1 - HCA Learning Centre. Acme House 2nd Floor, 23, Acme Road, Ogba, Industrial Scheme, Ikeja, Lagos, Nigeria

2 - Pearls Learning Hub, Plot 756, Opposite Divine Hand of God Ministry, Area 1, Garki, Abuja.

3 – Pakiri hotel Ltd., 4 Okwuruola Street, off Stadium Road, Rumuola, Port Harcourt, Rivers State.

**Open Course Fee: N300, 000**  
In-plant Fee Negotiable

#### WORKSHOP FEE:

**N300, 000 per participant, VAT –N22, 500**

Note: this covers Workshop Fee, Tea/coffee break, Lunch, course materials and certificate of attendance.

Payment should be made into our Accounts:

Account Name: Human Capital Associates Global Consult Ltd.

Union Bank of Nig. PLC: Account No: 0097961537

First Bank of Nig. PLC: Account No: 2033683960

Keystone Bank Ltd.: Account No: 1007150325

**For Booking / Enquiry, Call: 234-8051365946, 234-7087578814**  
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## Training Methodology

Lectures, discussions, exercises, case studies, audio-visual aids will be used to reinforce these teaching/learning methods.

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