



# MACHAKOS UNIVERSITY

University Examinations for 2019/2020 Academic Year

SCHOOL OF BUSINESS AND ECONOMICS

DEPARTMENT OF BUSINESS ADMINISTRATION

FIRST YEAR SECOND SEMESTER EXAMINATION FOR

CERTIFICATE IN PROCUREMENT DEPARTMENT AND BUSINESS ADMINISTRATION

1903/101 WAREHOUSING AND STOCK CONTROL OPERATIONS

DATE: 26/3/2020

TIME: 11.30-1.30 PM

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## INSTRUCTIONS:

### SECTION A (40 MARKS).

Answer all the questions in this section.

1. a) Define the term warehousing (3 marks)
- b) Highlight the functions of a warehouse. (7 marks)
- c) State and explain any two types of warehouse. (10 marks)
- d) State and explain the merits of a centralized warehousing. (10 marks)
- e) State and explain ways of minimizing obsolescence in a warehouse. (10 marks)

### SECTION B 60 MARKS

Answer only three questions in this section.

2. a) State and explain the duties of a warehouse manager. (10 marks)
- b) Explain the factors to be considered in receiving goods. (10 marks)
3. a) State and explain the methods of issuing goods. (10 marks)
- b) State and explain the advantages of classification of materials (8 marks)
4. a) Explain the advantages of codification of items. (10 marks)
- b) State and explain factors to be considered in coding of materials. (10 marks)
5. a) Explain the relationship between warehousing department and the below mentioned departments.
  - i. Transport and communication (5 marks)
  - ii. Production department (5 marks)
- b) State and explain factors to be considered in selecting stock location (10 marks)