



Purchasing and Supply Chain Management

Certificate of Completion (CC)
Planning Guide 2012–2013

Revised 4/20/12

Program Information

Length of Program: 26 Credits
Completion Award: Certificate of Completion
Enrollment: Fall, Winter, Spring
Approximate Quarterly Costs: \$25-\$85
(in addition to tuition, books and parking)
Website: www.shoreline.edu/genbusad.aspx

Program Advisors:

Jerry Baker
206-546-4620 jbaker@shoreline.edu Rm 1408

Program Description

Shoreline Community College offers a short-term Certificate of Completion in Purchasing and Supply Chain Management leading to entry level positions in the supply chain field. Students interested in advancement are encouraged to enroll in a longer course of study to complete additional certificates or an Associate in Applied Arts and Science Degree (AAAS) in Purchasing and Supply Chain Management. Students pursuing a four-year baccalaureate degree in business should follow the Business Associates in Arts (AA-DTA) direct transfer degree planning guide.

EPC 5464

Purchasing and Supply Chain Management—What is it?

Purchasing and supply chain management focuses on the fundamental aspects of the supply/value chain, including methods to improve how organizations find the materials and services needed to make a product or service and deliver it to customers. Supply chain management encompasses the management of all activities involved in sourcing, procurement, production, logistics and customer relations. It also includes the crucial components of coordination and collaboration with channel partners, which can be suppliers, intermediaries, third-party service providers, and customers.

Program Outcomes:

Students who successfully complete this program should be able to:

1. Utilize supply chain concepts and vocabulary related to sourcing, production, quality, transportation, storage, and negotiation strategies to effectively procure, move and store goods and services.
2. Apply principles of materials and contract management.
3. Establish and maintain systems to track and control materials.
4. Effectively communicate both verbally and in writing within a variety of business environments.

Career Opportunities—What can I do with a Certificate in Purchasing and Supply Chain Management?

The demand for skilled and knowledgeable professionals continues to grow in business organizations and government agencies. Potential entry level positions include Buyers, Contract Specialists, Supply Chain Associates, Logistics and Transportation Specialist. Entry-level annual salaries typically range from \$30,000 to 45,000.

Potential employers include: Manufacturing and Construction Companies, Retail Stores, Educational Institutions, Government Agencies (federal, state, counties and cities), Public Utilities, Wholesale, Services and Distribution Firms. For more, please visit career information and resources at www.shoreline.edu/acc/CareerCounseling.aspx

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PROGRAM PREREQUISITES: COMPASS placement into ENGL 100 Analytical Reading and Writing or ESL test placement into ESL 100 Academic ESL 3.

CERTIFICATE OF COMPLETION—26 CREDITS

PROGRAM REQUIREMENTS			
Courses	QTR	GR	CR
BUS 141 Purchasing/Supply Chain Management			5
BUS 142 Sourcing/Supplier Relations			5
BUS 143 Materials Management*	Spr		4
BUS 144 Logistics/Transportation*	Spr		3
BUS 203 Contract Administration*	Fall		4
BUS 245 e-Procurement*	Win		5

* Only offered once per year, during the quarter listed

RECOMMENDATIONS:

ADDITIONAL INFORMATION:

Job Search Information

www.workforceexplorer.com

CERTIFICATE COMPLETION

Students should automatically receive their Certificate after successful completion all required courses. If you have not received your Certificate, please contact the Workforce Education Programs in FOSS 5100 or call 206-546-5876.

Note: Every effort has been made to ensure the accuracy of the information in this publication. However, the information is subject to change without notice and final career decisions are the responsibility of the student.