

Warehousing and Storage

Intermediate Apprenticeship and Level 2 Certificate



“Mantra have gone beyond delivering staff training. I believe that TTX and Mantra have formed a health and safety partnership. Whatever my requirements Mantra always deliver.”

Harry Thompson,
Warehouse Manager, TTX Express

Your staff will be trained to make warehouse processes smoother, safer and more efficient – driving your business forward

Factfile

Aimed at:

Warehouse operatives involved in picking, packing, loading/unloading and placing goods into storage

Length of Level 2 Qualification:

4 - 12 months

Length of Intermediate Apprenticeship:

12 - 18 months

Location:

Greater Manchester, Warrington, Merseyside

Funding:

Usually part or fully Government funded

Employer commitment:

Study time/access for training and development

For enrolment:

Freephone: 0800 389 5283

Email: apprenticeships@mantralearning.co.uk

The programme

The Level 2 Certificate in Warehousing and Storage (QCF) has been designed by Skills for Logistics to support those involved with distributive operations such as dealing with the handling and storing of goods within a commercial, industrial or remover's warehouse, or freight facility. It provides staff with the knowledge, skills and confidence to help their businesses grow and to provide a career path to higher level jobs and qualifications.

The Level 2 Certificate in Warehousing and Storage is a combined qualification that forms both the competence and knowledge elements of an Intermediate Apprenticeship.

Employer benefits

- Develop staff who are multi-skilled to improve operating efficiency
- Ensures goods are ready for dispatch on time.
- Pick errors reduced by 20 % on average
- Access a fully funded Health and Safety audit worth over £300, and a Business Improvement Needs Analysis (BINA)

Outcomes

These programmes ensure your warehouse staff do their jobs to the best of their ability, making processes smoother, safer, more efficient and productive - which translates into economic return. The Apprenticeship also equips staff with communication and application of number skills vital to drive your business forward.

ENABLING PEOPLE TO TRANSFORM BUSINESS

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Programme delivery

All Mantra Learning Training Advisors are industry professionals who are specialists in the area in which they teach and are members of the Institute for Learning.

Programme design

A minimum of 26 credits is required to achieve this qualification. Candidates must complete both units from mandatory group A, two units from optional group B, one unit each from optional groups C, D and E and any combination from optional group F to a minimum of 6 credits.

Mandatory units

| Mandatory group A (All units must be completed) | Credit | Level |
|---|--------|-------|
| Health, safety and security at work | 3 | 2 |
| Develop effective working relationships with colleagues in logistics operations | 4 | 2 |

Optional units

| Optional group B (2 units to be taken from this group) | Credit | Level |
|--|--------|-------|
| Pick goods in logistics operations | 3 | 2 |
| Wrap and pack goods in logistics operations | 3 | 2 |
| Place goods in storage in logistics operations | 4 | 2 |
| Process orders for customers in logistics operations | 3 | 2 |
| Assemble orders for dispatch in logistics operations | 3 | 2 |

| Optional group C (1 unit to be taken from this group) | Credit | Level |
|--|--------|-------|
| Maintain the cleanliness of equipment in logistics operations | 3 | 2 |
| Keep work areas clean in logistics operations | 3 | 2 |
| Maintain hygiene standards in handling and storing goods in logistics operations | 3 | 2 |

| Optional group D (1 unit to be taken from this group) | Credit | Level |
|---|--------|-------|
| Moving and/or handling goods in logistics operations | 4 | 2 |
| Use equipment to move goods in logistics operations | 3 | 2 |
| Use a forklift side-loader in logistics operations | 1 | 2 |
| Use an industrial fork lift truck in logistics operations | 1 | 2 |
| Use a hoist in logistics operations | 1 | 2 |
| Use a compact crane in logistics operations | 1 | 2 |

| Optional group E (1 unit to be taken from this group) | Credit | Level |
|--|--------|-------|
| Keep stock at required levels in logistics operations | 3 | 2 |
| Check stock levels and records in logistics operations | 3 | 2 |

| Optional group F (Any combination of this group to a minimum of 6 credits) | Credit | Level |
|--|--------|-------|
| Operate equipment to perform work requirements in logistics operations | 8 | 2 |
| Receive goods in logistics operations | 3 | 2 |

| Optional group F (Any combination of this group to a minimum of 6 credits) | Credit | Level |
|---|--------|-------|
| Maintain the safety and security of hazardous goods and materials in logistics operations | 6 | 3 |
| Process returned goods in logistics operations | 3 | 2 |
| Sort goods or materials for recycling or disposal in logistics operations | 3 | 2 |
| Supervise the receipt, storage or dispatch of goods | 6 | 3 |
| Contribute to the provision of customer service in logistics operations | 3 | 2 |
| Principles of food safety in logistics | 1 | 2 |

Additional Apprenticeship units

| |
|---|
| Key skills at level 1 - communication and application of number |
| Employment rights and responsibilities workbook |
| Personal learning and thinking skills |

Assessment

The Mantra Learning Advisor will use a range of assessment methods including observation, question and answer, video, professional discussion and written reports. Their visits usually take place once a month with progress assessed and reviewed every three months or sooner if necessary. We also arrange an Employer Review every six months to measure the impact of the programme on your business.

Opportunities for further development

Learners can progress to:

- Warehousing and Storage Advanced Apprenticeship or Level 3 Qualification
- Plant Operations Level 2 Qualification
- Traffic Office Intermediate Apprenticeship or Level 2 Certificate
- Logistics Operations Advanced Apprenticeship or Level 3 Qualification

**For further information and
to increase the value of your staff:
FREEPHONE**

0800 389 5283

www.mantralearning.co.uk

“98% Success Rate”



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