

NVQ in Traffic Office (Level 2)

Who is the course for?

The level 2 qualification is for employees who work in roles such as traffic office clerk. They must show a sufficient level of competence to complete all 8 mandatory units to gain this award.

Course Outline

- Contribute to effective working relationships
- Ensure your own actions reduce the risks to health and safety
- Contribute to the provision of customer services
- Plan, organise and improve your work
- Investigate the suitability of collection or delivery points for loading and unloading
- Routing and scheduling of loads
- Allocate resources for the transportation of loads
- Quote for the transportation of loads

Delivery

NVQs are delivered on-the-job in the workplace. On average an NVQ lasts 6-9 months.

The Traffic Office qualification has been developed by Skills for Logistics Sector Skills Council in consultation with the freight logistics industry, awarding bodies and other partners. NVQ's offer a very 'friendly' route to candidates gaining recognised qualifications, as they simply focus on how the candidate performs his/her job activities; there are no exams and no Centre attendance is required.

Funding

It is possible to access funding for this NVQ for employees of all ages. For further details please contact us.