



Business Improvement and Lean

Highfield Level 2 Certificate in Lean Organisation Management Techniques (RQF)

This qualification is designed for those learners wishing to understand and use business improvement techniques, commonly known as 'lean'. These techniques can be applied to a variety of sectors, including manufacturing, and office-based businesses. Its aim is to reduce waste and improve efficiency within organisations.

The qualification introduces the learner to the concept of lean environments, the principles of 'kaizen' and how to implement relevant techniques to address areas of weakness and variance by suggesting improvements. The qualification also covers effective team working, how to address areas of conflict and how to encourage motivation within teams.

How long will it take me to achieve this qualification?

The total qualification time for this qualification is 150 hours and of this 90 hours are recommended as guided learning hours.

How is the qualification assessed?

Through a portfolio of evidence, which is put together during the course and demonstrates the learner has met the required assessment criteria.

What next?

Learners successfully completing this qualification may wish to progress on to further qualifications, such as:

- Highfield Level 2 Certificate in Business Improvement Techniques (RQF)
- Highfield Level 2 NVQ Diploma in Business Improvement Techniques (RQF)
- Level 3 NVQ Diploma in Business Improvement Techniques
- Level 4 NVQ Diploma in Business Improvement Techniques

Where can this course be taken?

Through any Highfield approved training centre.

Qualification Number: 601/3199/8

Credit Value: 15