

Focus Awards Level 2 NVQ Diploma in Business Improvement Techniques (RQF)

Overview

The Level 2 NVQ Diploma in Business Improvement Techniques (RQF) aims to support a job role in the workplace. The Level 2 NVQ business improvement techniques course is accredited by UK OFQUAL and is delivered 100% online with tutor support. This certification is intended for learners who want to understand and apply business improvement strategies. These strategies, which seek to minimise waste and increase productivity within organisations, can be used in various industries, from manufacturing to office-based positions. This level 2 administration qualification is intended for learners who contribute to the identification and implementation of business improvements, such as:

1. Workers engaged in business improvement as part of a team who wish to have their business improvement competencies evaluated for certification purposes
2. New hires who have completed business improvement training are now gaining team exposure and wishing to show their competencies for appraisal purposes

Duration and Delivery

This Level 2 NVQ Diploma in Business Improvement Techniques (RQF) is designed to be completed online at the pace that suits you the best. This fast track Diploma in Business Process Improvement Techniques can take as little as two months of full-time or six months of part-time study to become a Certified Business Specialist. The qualification is delivered through our Virtual Learning Environment (VLE), which refines your business administration skills. Our online tutor support is there to facilitate you to achieve your success rate accordingly.

Assessment & Verification

All units within this Level 2 NVQ Diploma in Business Improvement Techniques qualification are internally assessed by our qualified assessors and externally verified by the awarding organisation. The assessment takes the form of written assignments, witness statements and direct observation detailed guidance for which will be provided by the tutor. You will receive tutor support once you are enrolled on our online portal to assist you in reaching your goals.

Eligibility Criteria

Learners must be 16+

Progression

Successful completion of this **Level 2 NVQ Diploma in Business Improvement Techniques (RQF)** qualification enables learners to progress onto the **Level 3 Diploma in Business Administration (RQF)**, **OTHM Level 3 Diploma in Business Studies**, and the **OTHM Level 3 Foundation Diploma in Accountancy**.

290	Guided Learning Hours
650	Total Quality Time
7	Units
65	Credits

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Unit Structure

- ✔ Contributing to the Development of Visual Management Systems
- ✔ Contributing to the Application of Workplace Organisation Techniques
- ✔ Contributing to the Application of Continuous Improvement Techniques (Kaizen)
- ✔ Complying with Statutory Regulations and Organisational Safety Requirements
- ✔ Contributing to Effective Team Working
- ✔ Contributing to the Application of Problem Solving Techniques
- ✔ Contributing to the Application of Statistical Process Control

