



## Business Improvement Techniques

### Business Improvement Techniques Levels

LEVEL 1	LEVEL 2	LEVEL 3	LEVEL 4	APPRENTICESHIP	ADVANCED APPRENTICESHIP
	●	●			

### Overview

Businesses who involve their workforce in improving techniques find an increase in efficiency, motivation and loyalty. Beat the competition through a 'whole organisation' approach where employees are trained to involve themselves in continuous business improvement. Engage staff in improvement processes, improve your company's competitiveness and/or productivity by realising bottom line gains.

### Who would benefit from this qualification?

This qualification is aimed at those who would like to learn how to continuously improve business performance. It is designed for those involved with the operational effectiveness of the business but also appropriate for any member of staff that is involved in a business process.

### Course Content

The qualification is adaptable and has been undertaken by a wide variety of organisations to improve business processes. All learners would cover topics such as working as part of an effective team and continuous improvement techniques. In addition other units of the qualification will be appropriate to both the working environment and the nature of your industry.

The course covers a range of units including:

- Contributing to effective team working
- Applying workplace organisation techniques (5S/5C)
- Applying continuous improvement techniques (Kaizen)
- Creating visual management systems
- Applying problem solving techniques

### Entry Requirements:

There are no formal entry requirements for candidates undertaking this NVQ, however employers must ensure that candidates have the potential and opportunity to gain evidence for the qualification in the work place.

