

# Warehousing & Storage

Level 3

**Qualification:** Senior Warehouse Person/Team Leader **Level:** 3

## Entry requirements:

- It is expected you will already have experience of working in a warehouse environment
- Work Ready
- Interested in developing your career in a Warehousing environment

**Typical duration:** 12 – 14 months

**Go further:** On competition you could go on to study other management qualifications.



## Course overview:

This Apprenticeship is ideal for individuals working/seeking a role in the distribution sector. The qualification will help develop well trained individuals to undertake varied warehousing, storage and logistics activities. The components in this Apprenticeship are:

- **Level 3 Diploma in Warehousing and Storage**
- **Functional Skills in Maths, English and ICT**
- **Employment rights and responsibilities**
- **Personal learning and thinking skills**

You will study a number of mandatory units as well as choosing optional units to match your job role.

## Mandatory units:

- Contribute to the provision of customer service in logistic operations
- Provide leadership for your team in logistics operations
- Supervise the receipt, storage or dispatch of goods
- Take responsibility for health, safety and security in your team

## Optional units:

There are a number of units to choose from, here is an example of some of the units you can choose to study:

- Use equipment to move goods in logistics operations
- Maintain the safety and security of hazardous goods and materials in logistic operations
- Allocate and check work in your team
- Schedule logistic operations to meet customer requirements
- Recruit, select and keep colleagues in logistic operations
- Organise the preparation of documentation for the transportation of goods.

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### **English and Maths:**

A good standard of English and maths is essential when working in any environment which is why they are included in all apprenticeships.

We will assess your current level of English and maths to identify any support you may need, and depending on your current qualifications, we will agree on the level of English and maths you will need to complete.

This may include taking English and maths qualifications at Level 1 or Level 2, but if your current qualifications mean you don't need to complete further maths or English, we will still help you to develop these skills during your apprenticeship. If you don't have any current qualifications, don't worry, we will support you to achieve these essential skills.

### **Duration:**

The programme is delivered during normal working hours, making it a real opportunity to learn while you earn. Timescales for completion depend on the individual, but the qualification takes a minimum of 12 months.

### **Assessment:**

To achieve a pass for the full qualification, you must achieve all the units in the stated qualification structure. You will do this by producing a portfolio of evidence. You will also take part in Functional Skills Tests for Maths and English.

## **About the sector:**

Warehousing and the storage of goods is an essential part of logistics operations within a business. Roles within logistics require great skill and organisation to coordinate the demand and supply of goods and ultimately meet customer needs.

This may include operating specialist machinery, loading objects of different shapes and sizes, keeping some goods at low temperatures, managing stock, auditing inventory, keeping equipment in good working order, processing returned goods and managing the receipt, storage and dispatch of goods.

## **Further information:**

For vacancies and to apply for an apprenticeship visit our website – [www.thesourceacademy.co.uk](http://www.thesourceacademy.co.uk) or call the Apprenticeship Recruitment team on 0114 236 6651.

If you are an employer and you would like to find out more about apprenticeships, contact our Account Managers on 0114 263 6654 or email [apprenticeships@thesourceacademy.co.uk](mailto:apprenticeships@thesourceacademy.co.uk)

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