

LEVEL 2 CERTIFICATE IN UNDERSTANDING BUSINESS IMPROVEMENT TECHNIQUES (BIT)



Improving business performance is vital for any business. Making improvements that are more efficient – such as saving on time or costs – can have huge benefits to an organisation, particularly in competitive business environments. This qualification aims to build knowledge on the study of business improvement techniques, including workplace organisation, building effective teams and managing working relationships. It will also teach the importance of improving processes and procedures using visual management systems and flow process analysis.

COURSE CONTENT

The purpose of this qualification is to provide learners with knowledge and understanding of business improvement techniques, which can be applied across many different sectors and job roles.

This qualification aims to focus on the study of business improvement techniques, and offer breadth and depth of study, incorporating a key core of knowledge.

HOW IS THE COURSE DELIVERED?

Alongside the learning materials, learners will have the support of a knowledgeable assessor/tutor who will give them advice and guidance on the course content as well as providing robust feedback on the work they complete on our online portal assessment. This course is usually delivered over a period of **10 weeks**.

UNITS

- Safe and effective team working
- Workplace organisation
- Continuous improvement (Kaizen)
- Visual management systems
- Problem solving
- Flow process analysis

ELIGIBILITY CRITERIA

To be considered for this course you must:

- Be aged 19+
- Live in England
- Not currently be on any other funded programme or an apprenticeship
- Have lived in the EU for at least 3 years
- Not have already completed the course
- Live in a non-devolved postcode area (we can check this at the next stage)

For more information:

Call: **0800 101 7101**

Email: **info@keytraining.co.uk**



**AVAILABLE
FULLY FUNDED**