Improvement Technician

Welcome to the Improvement Technician programme.

The Level 3 programme is designed to support anyone looking to streamline a process or system within their organisation and is suitable for those working in a range of industries and job roles.

The programme focuses on improvement practice. During the first part of the programme the Learner will develop their knowledge of Lean Management and Six Sigma theories, learning about compliance, communication and more. They will then apply what they have learnt, developing their skills and behaviours through the completion of a project that improves a process or system. The project will provide a tangible benefit to the organisation.

Once completed, the Learner will have gained a nationally recognised Improvement Technician Apprenticeship Standard. Depending on their job role, Learners may want to consider progression on to the Level 4 Improvement Practitioner Programme.

ABOUT INTEC BUSINESS COLLEGES

We are a national training provider, who have worked with organisations across the UK helping them to upskill their workforce through vocational qualifications since 1982. Our mission is to enable our Learners to develop, progress and achieve.

LEVEL
LEVEL 3

DURATION
15 MONTHS (+ 3 months for EPA)

END POINT ASSESSMENT ORGANISATION
HIGHFIELD ASSESSMENTS

INTEC
BUSINESS COLLEGES
Ltd
Est. 1982

THE PROGRAMME [*]

The Learner will receive a 2-3 hour monthly visit from a dedicated Intec Tutor who will deliver the Standard remotely. All sessions will be supported by our online delivery platform, Smart Assessor, where Learners can upload their work and Tutors and Managers can monitor their progress between visits.

As part of an Apprenticeship, Learners are required to spend 6 hours a week (based on 30-hour contract) engaged in off the job training. This can be achieved in a variety of ways.

PROGRAMME COVERAGE	
Compliance	Communication & Voice of the Customer
Team Formation & leadership	Project Management
Change Management	Principles & Methods
Project Selection & Scope	Experimentation & Optimisation, Lean Tools
Root Cause Analysis	Benchmarking
Problem Definition, Process Mapping & Analysis	Identification & Prioritisation, Sustainability & Control
Process Capability & Performance, Data Analysis - Statistical Methods	Data Acquisition for Analysis, Basic Statistics & Measures

*Further details of the programmes contents can be found on the factsheet or scheme of work.

MANDATORY
ENTRY REQUIREMENTS

- Organisations set their own but the Learner must be able to meet the requirements of the programme through their job.
- Achieve level 2 English and maths or equivalent prior to sitting End Point Assessment.
- Have been a resident in the UK for 3 years or more, or a national of an EU Settlement Scheme.

END POINT ASSESSMENT

Once learning is complete, the Employer, Learner and Intec will agree if the Learner has gained the necessary knowledge, skills and behaviours to be put forward to the Assessment Gateway. This will then trigger the End Point Assessment. The assessment is graded with the Learner achieving a pass, merit, distinction or fail.

10% WEIGHTING
MULTIPLE CHOICE EXAMINATION
A 40 minute multiple choice test with 40 questions.

60% WEIGHTING
PROJECT REPORT, PRESENTATION & QUESTIONING
A 30 - 40 minute presentation on a project. The project will be based on the benefits of a process improvement, followed by a 25 - 35 minute Q&A.

30% WEIGHTING
PROFESSIONAL DISCUSSION, UNDERPINNED BY LOG
A structured discussion lasting between 40 - 50 minutes.

Enabling you to develop, progress and achieve.