

LOGISTICS

COURSE GUIDE

COURSES INCLUDE:

- Warehousing and Storage
- Forklift training



LOGISTICS

COURSE GUIDE

West Thames College Logistics Centre is based in Feltham. This is a prime location to support the local area in providing candidates to the workforce.

As a college we offer a range of courses that support candidates in developing skills to enter one of the largest sectors in the UK.



WHAT IS LOGISTICS?

Logistics is the process of planning, organising, controlling, and executing the movement and management of goods from the point of origin to the point of destination. It also encompasses the related techniques and technologies used to achieve these goals.

Logistics is one of the most crucial parts of any business operation because it ensures that products are delivered quickly and efficiently with minimal risk of loss or damage. There are many distinct aspects to logistics such as warehousing, inventory management, transportation, and more.

As well as on-site jobs the industrial and logistics supply chain provides significant levels of employment across the UK:

- UK freight arrives via ports and airports
- Besides the transport crew or drivers, there are also workers who build or maintain the vans, aircraft, trains etc.
- Freight is handled at port or air-side sheds before distribution
- Goods are moved mainly by HGV, LGV or rail, either to distribution hubs or DTC (direct to customers)

EMPLOYMENT OPPORTUNITIES IN THE SECTOR

Opportunities in the area are vast with over 2000 current vacancies in London alone.

The sector provides opportunities for development and training to the right candidates both nationally and internationally.



Management/ Supervisor Roles

- › Logistics CoOrdinator
- › Operations Manger
- › Inventory Analyst
- › Distribution Centre Manager
- › Warehouse Manager
- › Sustainability Manger
- › Inventory Manger
- › Sales Manger
- › Fleet Manager
- › Accounts Manager
- › Transport Manager
- › Logistics Manager
- › Purchasing Manger
- › Marketing Manager

- › IT Manager
- › Transportation Analyst
- › HR Manager
- › Customer Service Manger
- › Health and Safety Manager
- › Compliance Manger
- › Security Manger

Operative Roles

- › Logistics Team Leader
- › Warehouse Operator
- › Fork Lift Truck Operator
- › Customer Service
- › Traffic Clerk
- › Traffic Control
- › Sales Assistant
- › Customer Service Roles
- › IT Assistant

- › Data Analyst
- › Security Assistant/ Operative
- › Accounts Administrator

Required Skills

- › Communication
- › Adaptability
- › Numeracy
- › Leadership
- › Critical thinking
- › Problem Solving
- › Teamwork
- › Ability to take Initiative
- › Organisational skills
- › Independent working
- › Risk Assessing

OUR COURSES

LEVEL 1

AWARD IN PROGRESSION

The course provides students with a tool kit to support application for jobs and entering or re-entering employment.



About The Course

The Level 1 Award in Progression supports students by developing skills in preparation for employment. The course supports skills and resource development such as:

- CV Writing
- Preparing for an interview
- Developing Communication Skills

The course supports confidence building and enabling students to seek employment



Entry Requirements

There are no Entry requirements for this course, however you will need to complete a Literacy and Numeracy initial assessment.



Progression

You can progress onto further studies or employment.



LEVEL 1

CERTIFICATE IN WAREHOUSE AND STORAGE

The Level 1 Certificate is an introduction to warehousing and storage. The qualification offers a recognised certificate to support entry to employment.

The facilities offer a real-life warehousing experience with our purpose-built logistics centre.

This qualification can help you progress in a variety of roles, including: Warehouse Operative, Fork Lift Operative, Stock Control Assistant, Removals Operative and Logistics Operative.



About The Course

Studies for the Level 1 Warehousing and Storage course include both practical and theory units which support development of underpinning knowledge and practical skills.

You will study: Health and safety in the workplace, maintaining the cleanliness of equipment in logistics operations, keeping stock levels at required levels in a logistics environment, wrapping and packing goods in a logistics environment and using equipment to move goods in logistics facilities.



Entry Requirements

Although there are no formal entry requirements for this course you will be required to complete an initial assessment to check suitability. You will be offered advice and guidance as a result of this.



Assessment Method

Assessment for the course is carried out by the team in both practical and classroom settings. Whilst studying the course you will start to build a portfolio of evidence. The two main assessments methods are Observation and Written Tasks. Assessors are able to adapt these to meet individual needs if and where required.



Progression

The options for progression are: progressing onto the Level 2 Warehousing and Storage course or Level 2 Forklift course or you can go into employment.

LEVEL 2

CERTIFICATE IN LOGISTICS

This qualification is designed to develop students skills and knowledge that are needed to work, or develop a career in warehousing, including operating equipment and safety at work, processing orders, team leadership and managing the receipt and dispatch of goods.

These qualifications are also part of the apprenticeship framework.



About The Course

Level 2 Certificate in Logistics is designed to provide the knowledge and skills required for a role in a warehousing or storage facility in logistics.



Entry Requirements

There are no formal entry requirements for candidates undertaking this qualification.



Assessment Method

You will be assessed by practical assessments and through building a portfolio of evidence.



Progression

This qualification can help you progress in a variety of roles, including:

- Warehouse Operative
- Warehouse Supervisor
- Fork Lift Truck Supervisor
- Stock Control Assistant
- Removals Operative
- Management.

LEVEL 2

AWARD IN FORKLIFT OPERATIONS

The Level 2 Award in Forklift Truck Operations offers a starting qualification to enter the Logistics sector with an accredited qualification.



About The Course

The Level 2 Award in Forklift Truck Operations gives learners the opportunity to demonstrate practical skills and knowledge in Forklift Truck Operations to the standard of professionalism required by the sector.

The Level 2 Award in Forklift Truck Operations will be particularly useful for learners who have recently started job roles in warehousing and storage with responsibilities for operating forklift trucks.

The qualification requires learners to prepare and operate a forklift truck but also include wider competences such as contributing to customer service, health and safety and handling goods.



Entry Requirements

Minimum age restrictions apply, as specified in road traffic legislation. If forklift trucks are operated on public roads, an appropriate driving license needs to be held for the weight of the vehicle. Goods vehicles and vehicles weighing over 3.5 tonnes but less than 7.5 tonnes may be driven from the age of 18, those vehicles weighing more than 7.5 tonnes may be driven from the age of 21.



Progression

The options for progression are: Continued study – progression to employment and RTITB or Employment.



**West Thames
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**Skills+
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