

Purpose Statement

Level 4 Certificate and Diploma in the Management of Freight Forwarding Logistics (RQF)

The primary purpose of this qualification is to confirm competence in an occupational role to the standards required. These Level 4 qualifications will support your development within a managerial role in the Freight Forwarding industry, focusing on the smooth running of Freight Forwarding operations, relationships with team members, colleagues and customers, and the importance of good leadership qualities.

Who is it for?

- Learners who are working in the Freight Forwarding industry within a managerial position.

What does this qualification cover?

To achieve the Certificate you will have to complete 29 credits and to commit to approximately 290 hours of learning.

To achieve the Diploma you will have to complete 44 credits and to commit to approximately 440 hours of learning.

You will be required to complete a mandatory unit in 'Managing Freight Forwarding in Her Majesty's Revenue and Customs – HMRC Responsibilities and Documentation' which will give you the underpinning knowledge required for a managerial role within the industry.

You will also have a choice of Generic Optional Units that will support the development of freight forwarding knowledge and practical skills, including:

- Leadership in Freight Forwarding Operations
- Manage a Freight Forwarding Budget
- Health and Safety within a Freight Forwarding Office
- Understand Different Aspects of Risk and Security when Importing or Exporting Cargo
- Understanding Global Logistics for the Freight Forwarder
- Support Team Members to Review their Effectiveness in Freight Forwarding Operations

What are the Entry Requirements?

The minimum age requirement for this qualification is 16.

You are required to be working in the Freight Forwarding industry in a managerial position and to have been working in industry for a sufficient period of time to have robust knowledge of the role of a Freight Forwarder and associated processes and procedures.

What are the Assessment Methods?

Your learning will be assessed via a portfolio of evidence. Types of evidence may include:

- Professional Discussions
- Personal statements
- Assignments or projects
- Observations
- Witness testimonies

What are the Progression Opportunities?

On completion of the Level 4 Certificate or Diploma, you will have developed robust managerial skills that will support your progression within your chosen career pathway within the Freight Forwarding industry.

Examples of the roles available include:

- Freight Operations Executive
- Freight Development Manager
- Account Manager – Freight Forwarding

You may also choose to progress into further learning/and or employment within the wider logistics industry including:

- Level 5 Professional Diploma in Logistics and Transport Sales

Who supports this qualification?

The qualifications have been developed in partnership with industry experts to ensure continued growth of the Freight Forwarding industry. It has been supported by Skills for Logistics, the Sector Skills Council for the logistics industry, DHL Logistics and by specialist training providers, such as the Grimsby Institute.