

VOCATIONAL PROFILE ANALYSIS MATRIX

Note:

This tool is to be used for the design of training programmes based on specific vocational profiles.

Filling instructions:

- Click the fields with the simbol (▶) to obtain informations about the filling instructions.
- Should select one of the choice options in the fields with the simbol (▼).

▶ Education and Training Area	840 . Transport Services	
▶ Qualification Code (Number) and Title	840252 - Transports management technician	
▶ National Qualifications Framework (NQF) Level	4 ▼	
▶ Type of Update (new or updated qualification)	Change of qualification ▼	
▶ Regulated Profession (Yes/ No)	No ▼	
▶ Is Partial Cetification Available? (Yes/No)	No ▼	
▶ Commencement Date	January 29, 2009	
		▶ Technical Component Structure SLTU mandatory + complementary
		▶ Number of Hours for the Technical Comoponent 1100

General description:

To program, organize and control the operations concerning transport services, having in mind the complementarity of the means of transport and to evaluate the quality of the service provided.

PROFESSIONAL PROFILE				TRAINING FRAMEWORK (SLTU pre-defined)			
▶ Activities	Knowledge	Do/Doing	Soft Skills Required	▶ Unit Code	Unit designation	Hours ▼	Remarks
1. To programme and organize the transport operation, considering its characteristics and thecnical and commercial requirements 1.1. To receive and analyse transport demands, having in mind the characteristics of each transport service	1.1 Some notions on labour legislation and human resources management; knowledges on labour organization methods, environment, safety, hygiene and health, quality, informatics for transports, budgeting and deviations analysis, loading, unloading and stowing of goods; Accurate knowledge on planning and managing resources and equipments for transport service, transport management, multimodal transport and logistics information systems	1.1. to identify and quantify the human, material and technicians resources, to plan and manage the resources, to apply HR, transport management, good flows management, conflict solving technics, to use technical documentation, informatic equipments and applications, to apply budgeting, costs control and deviation analysis, client service procedures and evaluation, attendance and claims, technical reports	1.1. Team work, to communicate with clearly and assertivtly, responsibility and accuracy, analitic capability, adaptation and anticipation, resilience and self-control, ability to decide in not programed situations, good interpersonal relationship, initiative, to act and make act according to the procedures,...	5652	Human resources management overview	25	
				5653	Labour legislation	25	
				349	environment, hygiene, safety and health at work - basic concepts	25	
				7844	Team management	25	
				4562	Quality and accuracy	25	
					
				5675	Contracts for transports	50	
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ACRONYMS
SLTU - Short Length Training Units