

Level 2 Certificate in

Lean Organisation Management Techniques

This qualification will develop your understanding of lean organisation techniques and the skills required to work effectively in a team in the business sector. This qualification covers the skills and knowledge needed to use lean organisation and business improvement techniques in business and to work effectively in a team.

Unit 1: Lean organisation techniques in business

- The features of a lean environment
- Performing a productivity needs analysis
- Devising a map of a process

Unit 2: Business improvement techniques

- The principles of the Kaizen strategy
- The principles underpinning organisation of a business environment
- Using visual indicators to make improvements to the work environment
- Eliminating variance from workplace processes

Unit 3: Effective team work in business

- The features of an effective team
- Working effectively within a team
- What is required of a team leader







We are currently able to provide distance learning courses without any cost to the individual learner. However due to the limited funding we have at our disposal that provision may be limited to one course per person per financial year.