



**train**  
**motivate**  
**inspire**

**TOTAL**  
TRAINING PROVISION

# Improvement Technician

## Level 3 Apprenticeship Standard

Duration of the Apprenticeship - 16 Months

Responsible for delivery and coaching of improvement activity within an area of responsibility.

Improvement Technicians are responsible for delivery and coaching of improvement activity within an area of responsibility, often associated with Lean and Six Sigma methodologies. They can be found across all industry sectors and functions including automotive, banking, engineering, food products, IT, property, retail, telecoms etc.

Typically, Technicians work as a member of an operational team to resolve problems - preventing re-occurrence, engaging others in issues affecting them and to support the improvement of performance. Typical activities include:

- Engaging team members in the identification of improvement opportunities and relevant countermeasures and controls
- Initiating and facilitating improvement activities through to confirmed resolution
- Providing local expertise in business improvement methods and basic tools to teams

## Entry requirements

No formal qualifications are required for this apprenticeship, but you are expected to have enough opportunity and responsibility to carry out the tasks required to fulfil the standard.

Apprentices will be required to undertake initial assessment in Maths and English and achieve a level 1 as a minimum initial assessment outcome.

## Functional Skills

All apprentices will need to undertake Functional Skills in Maths & English at Level 2 as a mandatory part of their Apprenticeship.

Apprentices who have achieved GCSE's or A levels in Maths & English A-C will be exempt from having to complete their functional skills with valid proof of their exemption certificates .

## Progression opportunities

Apprentices who successfully achieve their level 3 Improvement Technician standard could progress onto a level 4 Improvement Practitioner. It may also be a gateway to further career opportunities, such as Project Management or Performance Management.

## Programme Overview

Apprentices will learn New skills, Knowledge and Behaviours as part of their job role. Apprentices will benefit from teaching and learning on the job putting their skills into practice.

Additionally, apprentices will undertake off the job learning activities and other in work-based duties which will contribute to successful completion of their apprenticeship programme

Apprentices will receive regular visits from their training assessors and have access to learning resources to support their learning and development on and off the job.

There are a variety of job titles associated with the occupation, these include, but are not limited to: Business Improvement Co-ordinator, Continuous Improvement Executive, Process Technician, Operational Excellence/Lean Engineer, Lean Six Sigma Yellow belt and Quality Control Analyst.

## End Point Assessment

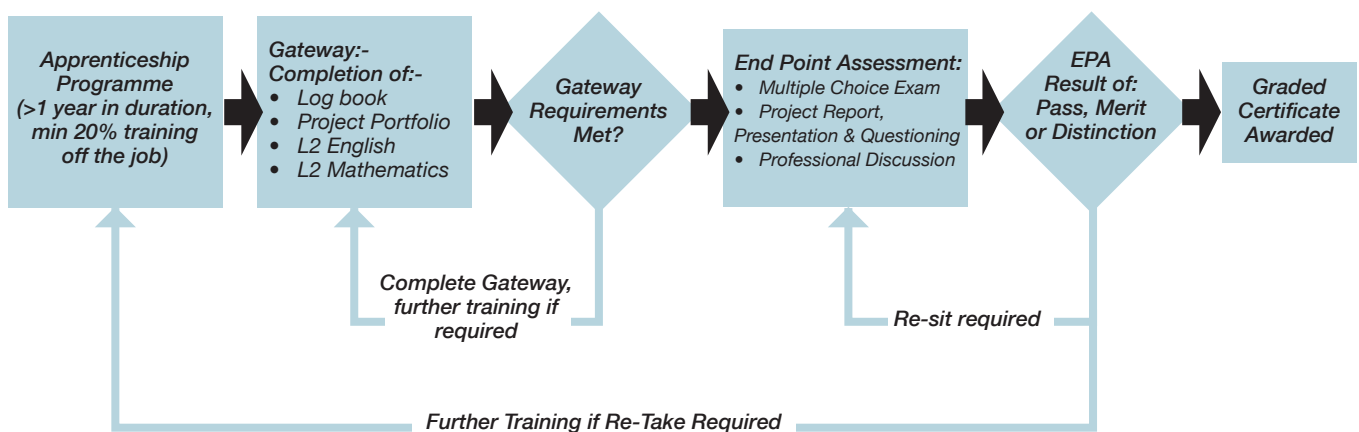
The EPA consists of three distinct assessment methods:

- Multiple choice examination – to assess knowledge elements of the standard
- Project report, presentation & questioning – to holistically assess knowledge, skills and behaviours (KSBs) in the standard
- Professional discussion underpinned by log – to holistically assess KSBs across the standard.

## End Point Assessment

Overall performance in the EPA will determine the overall apprenticeship grades of:

- Pass
- Fail
- Distinction



Please contact us for more information:

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