



# PROCUREMENT AND SUPPLY (CIPS)

## Level 3

### ELIGIBILITY / ENTRY REQUIREMENTS

- Aged 16+ years
- Grade C or above in English and Maths

The Level 3 Advanced certificate is designed for those who are within an operational role and will provide the knowledge, skills and understanding in order to carry out procurement and supply tasks. The learner will develop the knowledge to understand demand management, arrange supply logistics and implement new contracts

This qualification is designed for those working within the following typical job titles; Administrator, Assistant buyer, Assistant contract officer, Contract analyst, Stock / inventory controller / planner. There are no age restrictions in relation to this qualification

### CIPS LEVEL 3 REQUIREMENTS

This is the lowest entry point onto our CIPS courses. A minimum requirement of Grade C or above in English and Maths is required.



## TYPICAL JOB ROLES IN THIS AREA INCLUDE:

Commercial Officer, Senior Buyer, Procurement Manager, IT Buyer, Facilities Manager, Supply Chain Operations

## PROGRESSION ROUTE:

Students may be able to progress onto the Level 4 Programme; if they are within the right job role and have performed well on the level 3 programme.

### KEY FACTS:

<b>Delivery location</b>	Stockport Campus.
<b>Typical duration</b>	8 months (April 2021 – November 2021)
<b>Study mode/frequency</b>	Part-time, one session per month.
<b>Knowledge and skills</b>	<p>The Level 3 Advanced certificate is designed for those who are within an operational role and will provide the knowledge, skills and understanding in order to carry out procurement and supply tasks. The learner will develop the knowledge to understand demand management, arrange supply logistics and implement new contracts</p> <p>Five units:</p> <ol style="list-style-type: none"><li>1. Procurement and supply environments</li><li>2. Procurement and supply operations</li><li>3. Procurement and supply workflow</li><li>4. Inventory and logistics operations</li><li>5. Procurement and supply relationships</li></ol> <p>This qualification is designed for those working within the following typical job titles; Administrator, Assistant buyer, Assistant contract officer, Contract analyst, Stock / inventory controller / planner. There are no age restrictions in relation to this qualification</p>
<b>Progression</b>	Students may be able to progress onto the Level 4 Programme; if they are within the right job role and have performed well on the level 3 programme
<b>Fees</b>	<p>£1250.00 (inclusive of exam costs)</p> <p>Learners will be asked to join CIPS within the first 2 weeks of the course commencing. Costs TBC by the tutor.</p> <p>NB: From the 01/04/2021 for any adult aged over 24 years of age* without a full level 3 qualification this may be fully fundable. * - <b>eligibility to be confirmed on application</b></p>
<b>Assessment</b>	Each unit is assessed by an examination. Stockport College is a CIPS exam centre.

For further details please contact Course Enquiries on 0300 300 0090 or email Reg Dyson (Course Programme Leader) [reginald.dyson@tcg.ac.uk](mailto:reginald.dyson@tcg.ac.uk)