

National Diploma in Road Transport Management Level 5

(This is subject to course registration agreement)

		Level	Credit	Version	US No	Unit Standard Title
Session 1	Day 1	5	2	3	11098	Analyse listening techniques, and listen and respond to information received
		5	3	3	11096	Analyse feedback contexts and apply constructive feedback techniques
	Day 2	5	4	1	23394	Plan for and carry out staff selection
			9	Training completed, hand in completed assessments at Session 2.		
Session 2	Day 3	4	5	2	18336	Demonstrate and apply knowledge of team-building skills
	Day 4	5	10	3	8493	Provide leadership for a team in an organisation
			15	Training completed, hand in completed assessments at Session 3.		
Session 3	Day 5	5	4	5	8076	Promote the participation of management and staff in quality initiatives
	Day 6	5	6	5	8078	Lead a team to achieve specified quality improvement objectives
			10	Training completed, hand in completed assessments at Session 4.		
Session 4	Day 7	5	8	2	18961	Use image to market a road transport operation
	Day 8	5	4	4	9692	Present information orally to an audience
			12	Training completed, hand in completed assessments at Session 5.		

		Level	Credit	Version	US No	Unit Standard Title
Session 5	Day 9	5	6	2	19020	Develop performance standards and monitor performance for a logistics operation
	Day 10	4	6	2	15190	Develop, implement and evaluate work team plans
			12	Training completed, hand in completed assessments at Session 6.		
Session 6	Day 11	6	10	3	9741	Demonstrate knowledge of change management
	Day 12	5	6	4	8498	Demonstrate and apply knowledge of managing conflict in the workplace
			16	All assessments to be posted to PTL Christchurch office 30 days after the last day of training		
TOTAL CREDITS			74			

Each session will be two (2) adjoined days (8.30am to 4.30pm, two (2) 15 minute breaks and 30 minute lunch break).