



APPRENTICESHIP

Warehousing and Storage

Level 2

2



Apprenticeship Framework

The Warehouse and Storage Apprenticeship framework is primarily targeted towards learners operating in a workplace where goods and services are supplied to other businesses, often operated from depots or warehouses.

The programme prepares learners for roles such as:

- Stock control/ replenish assistant
- Stores Assistant
- Warehouse worker/manager

Who is this apprenticeship for?

This qualification welcomes individuals engaged in warehousing and storage, whether they are seasoned professionals seeking formal recognition of their experience or newcomers eager to embark on a career path in this field. All are welcomed to apply and take part in the opportunity to pursue professional qualifications.

On completion of this apprenticeship, you will achieve the following:

- Apprenticeship Level 2 Certificate in Warehousing and Storage
- Level 1 Essential Skills Application of Number
- Level 1 Essential Skills Communication



Benefits of the apprenticeship programme:

Accelerate Your Career Growth: Completing the Level 2 Certificate in Warehousing and Storage can provide an apprentice a fast track to a developing career by providing hands-on experience complemented by theoretical understanding of the logistics industry. The apprenticeship provides the skills and knowledge to prepare apprentices to make valuable contributions to any logistics environment, driving positive change and advancing their career in the warehousing and storage sector.

Industry-Recognised Certification: Upon successful completion of this programme, apprentices will earn a prestigious industry-recognised certification, providing them with a competitive edge in the job market. Employers value the skills and expertise gained through this apprenticeship, opening doors to exciting opportunities.

Practical and Real-World Learning: Our programme emphasises practical, real-world learning. Apprentices will be able to apply their learning within their workplace, collaborating with experienced colleagues who will guide them through every step of the process.

Tailored Curriculum: Our comprehensive curriculum is designed to address the evolving demands of the industry. This programme delivers essential knowledge and skills crucial for success in warehousing and storage operations covering the wide variety of responsibilities in this sector.

Experienced and Knowledgeable Advisors: Throughout the apprenticeship, apprentices have access to a network of experienced advisors who will provide guidance, support, and feedback. They will learn from industry experts with a wealth of knowledge and experience.

Course Delivery

- Typical duration of 18 months.
- Induction session for apprentices and for their line managers.
- Supported by self-study online resources.
- One to One tutor coaching and assessment support sessions
- 4 Essential skills assessment days. (2 Preparation Day and 2 Live Task Day) **
- 2 hour long Essential Skills confirmatory tests. **

***Essential Skills activities are not applicable to apprentices with exemptions.*



Level 2 Certificate in Warehousing and Storage

Course Delivery

This programme will primarily be delivered through 1-to-1 sessions with a member of the ALS delivery team, using a mixture of face-to-face and remote learning sessions. An ALS assessor will meet with the learner, either in the workplace or through digital means (for example, Microsoft Teams) once a month for approximately two hours to support progress.

Learners will also be set tasks to complete between each visit, which are tailored, to the different needs of each learner and the workplace activities they are involved with.

Ideally, learners will have a camera on their computer to allow some online sessions and to capture evidence for their portfolios. Knowledge elements can be captured through written or typed work or captured through verbal discussion.

Qualification Structure Summary

The Level 2 Certificate in Warehousing and Storage consists of 2 mandatory units with a total of 7 credits that must be achieved.

Please note: at least 26 credits must be achieved.

Unit rules of combination.

- Mandatory Units (Learners must achieve all 2 units) – 7 credits.
- Optional units that must be achieved – 26 credits.

What you will learn

This programme is made up of a mixture of mandatory units (these have to be completed by all learners as part of the qualification) and optional units (we will work with the apprentice to decide what units are relevant to their role, and their business).

A brief overview of these units is below.

Mandatory Units (Minimum 7 credits, maximum 7 credits)

Unit title	Level
Health, Safety and Security at Work	2
Develop Effective Working Relationships with Colleagues in Logistics Operations	2

Option Units Group B (minimum 6 credits, maximum 7 credits)

Unit title	Level	Credit
Pick Goods in Logistics Operations	2	3
Wrap and Pack Goods in Logistics Operations	2	3
Place Goods in Storage in Logistics Operations	2	4
Process Orders for Customers in Logistics Operations	2	3
Assemble Orders for Dispatch in Logistics Operations	2	3

Optional Units Group C (Minimum 3 credits, maximum 3 credits)

Unit title	Level	Credit
Maintain the Cleanliness of Equipment in Logistics Operations	2	3
Keep Work Areas Clean in Logistics Operations	2	3
Maintain Hygiene Standards in Handling and Storing Goods in Logistics Operations	2	3

Option Units Group D (Minimum 1 credit, maximum 4 credits)

Unit title	Level	Credit
Moving and/or Handling Goods in Logistics Operations	2	4
Use Equipment to Move Goods in Logistics Operations	2	3
Use a Forklift Side-Loader in Logistics Operations	2	1
Use an Industrial Forklift Truck in Logistics Operations	2	1
Use a Hoist in Logistics Operations	2	1
Use a Compact Crane in Logistics Operations	2	1

Option Units Group E (Minimum 3 credits, maximum 3 credits)

Unit title	Level	Credit
Keep Stock at Required Levels in Logistics Operations	2	3
Check Stock Levels and Stock Records	2	3

Option Units Group F (Minimum 6 credits)

Unit title	Level	Credit
Operate Equipment to Perform Work Requirements in Logistics Operations	2	8
Receive Goods in Logistics Operations	2	3
Maintain the Safety and Security of Hazardous Goods and Materials in Logistics Operations	2	6
Process Returned Goods in Logistics Operations	2	3
Sort Goods and Materials for Recycling or Disposal in Logistics Operations	2	3
Supervise the Receipt, Storage or Dispatch of Goods	2	6
Contribute to the Provision of Customer Service in Logistics Operations	2	3
Principles of Food Safety in Logistics	2	1

* Don't worry! During the first visit/meeting, our assessors' work with all learners and employers to review which of the optional units are the most appropriate for your programme.

Have any questions about our Level 2 Certificate in Warehousing and Storage Services?

Please reach out to the designated advisor via their email.