

Management Level 3 Units

Unit A01 - Manage personal development

Unit A02 - Manage own professional development within an organisation

Unit A03 - Develop, maintain and review personal networks

Unit B010b - Manage risk in own area of responsibility

Unit B010c - Review risk management processes in own area of responsibility

Unit B011 - Manage or support equality of opportunity, diversity and inclusion in own area of responsibility

Unit B05 - Set objectives and provide support for team members

Unit B06 - Provide leadership and direction for own area of responsibility

Unit B08b - Ensure compliance with legal, regulatory, ethical and social requirements

Unit C01 - Support team members to identify, develop and implement new ideas

Unit C06 - Implement Change in own area of responsibility

Unit D010 - Manage conflict in a team

Unit D011 - Lead and manage meetings

Unit D012 - Participate in meetings

Unit D013 - Support individuals to develop and take responsibility for their performance

Unit D014 - Know how to follow disciplinary procedures

Unit D015 - Managing grievance procedures

Unit D016 - Support the management of redundancies in own area of responsibility

Unit D01 - Develop working relationships with colleagues

Unit D02a - Develop working relationships with colleagues and stakeholders

Unit D03a - Recruit staff in own area of responsibility

Unit D05 - Plan and allocate and monitor work of a team

Unit D06 - Plan, allocate and monitor work in own area of responsibility

Unit D07 - Support learning and development within own area of responsibility



Heart of England Training Ltd

Unit D08 - Address performance problems affecting team members

Unit D09 - Build, support and manage a team

Unit E010 - Make effective decisions

Unit E011 - Communicate information and knowledge

Unit E012 - Manage knowledge in own area of responsibility

Unit E015 - Procure supplies

Unit E016 - Manage a tendering process

Unit E06a - Implement, monitor and review health and safety policy in own area of responsibility

Unit E08 - Manage physical resources

Unit E09 - Manage the environmental impact of work activities

Unit F011 - Manage the achievement of customer satisfaction

Unit F014 - Prepare for and support quality audits

Unit F017 - Manage customer service in own area of responsibility

Unit F01 - Plan and manage a project

Unit F04 - Develop and implement marketing plans

Unit F09 - Analyse the market in which your organisation operates