



# ACCREDITED SUPERVISOR QUALIFICATION

## Internationally Recognized Certification

Accredited First-Line Manager Qualifications verify the knowledge and skills of First-Line managers seeking to enter, or already in First-Line management roles (Supervisor Foreman, Team Leader etc.). Candidates for the examination will demonstrate comprehensive First-Line and First-Line level knowledge across a full range of internationally validated business management competencies.

## The Degree Alternative

GIAM qualifications provide individual managers at all levels with a time-efficient, cost-effective scheme of learning and assessment which ensures they have the knowledge and skills to lead and manage effectively at their level of authority.



**Global Institute of Accredited Managers**  
<https://g-iam.org>

**Accredited  
Certification for  
First-Line Managers**

**Fast and Cost-  
effective pathway to  
internationally  
recognized  
certification**

**Online examinations  
available on demand  
worldwide.**

**Best practice on-line  
learning available  
for all qualifications**

## **GLOBAL MANAGEMENT ACADEMY**

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# THE COMPETENCY FRAMEWORK



The GIAM Competency framework is an internationally validated framework of leadership and business management competencies, applicable to Business and Public sector organizations worldwide.

Candidates for GIAM qualifications are required to demonstrate knowledge and proficiency in all six management competency domains, and at levels of proficiency commensurate with the level of accreditation.

The required units of competence for the Accredited Supervisor Qualification are outlined below:

## Supervisory Management Competency Domain and Courses

Candidates are assessed on the following units of competence for the Advanced Certificate qualification:

### Advanced Diploma Program

#### MODULE 1: PRINCIPLES OF MANAGEMENT

1. Course 1: Foundations in Management
2. Course 2: Managing Personal Effectiveness

#### MODULE 2: MARKETING AND SALES

3. Course 3: Understanding Sales
4. Course 4: Foundations in Marketing

#### MODULE 3: FINANCIAL MANAGEMENT

5. Course 5: Understanding Business
6. Course 6: Understanding Costs and Budgets

#### MODULE 4: LEADERSHIP AND STRATEGY

7. Course 7: Foundations in leadership
8. Course 8: Motivating People for Performance

#### MODULE 5: OPERATIONS MANAGEMENT

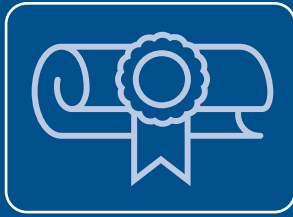
9. Course 9: Foundations in Quality Management
10. Course 10: Essential Customer Service Skills

#### MODULE 6: H-R MANAGEMENT

11. Course 11: Foundations in Human Resources Management
12. Course 12: Managing Employee Performance

# THE QUALIFICATION

The Supervisory Management Qualification includes:



## Advanced in Certificate in Supervisory Management

- 12 Units of Competency (Courses)
- Examinations: 6 M/C exams - Total questions 180 questions | Total Time 180 minutes
- Avg. Duration to Complete: 6 months

In order to qualify for the designation of '**Accredited Supervisor**', and use the Post Nominal ASupv. candidates need to complete all 12 units of competency. On completion of the courses and examinations, candidates will be eligible for the ALMgr. designation.

## Admissions

To qualify for admission to the Accredited First-Line Manager Qualification Program, candidates will need to demonstrate prior learning at First-Line Management Level, or a comparable qualification, and have at least 2 years' experience in a First-Line management role.

## Examinations

Examinations are conducted online by GIAM, and are available on demand. You will need to complete one examination for each module (each examination comprises 30 multiple choice questions and takes 30 minutes to complete. Your Approved Learning Provider will schedule your examinations, and will provide you with the registration and login details. Your preliminary results will be available immediately on completion of the examination. You will receive conformation and your certification within 2 to 3 weeks of completion of your examination.

## Digital Certification

GIAM certificates are issued digitally, and are available world-wide 24/7 for you to download and share on social media such as LinkedIn, Facebook and Twitter.

## Contact Us

Contact us for further Information and a free trial.



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<https://globalmanagementacademy.com>