



Delivery Driver Training

⇒ Course 01: Delivery Driver Training

- Introduction to the Delivery Driving
- Delivery and Collection
- Maintaining Records
- Effective Route Planning
- Stress Management
- Driver CPC
- Maintain Traffic Laws
- Parking and Reversing
- Driving in Adverse Weather Condition
- Safety Regulations and Hygiene
- Vehicle Maintenance and Safety
- Zero Contact Delivery Methods

⇒ Course 02: Supply Chain Management

- An overview of Supply Chain Management
- Role of logistics of Supply Chain
- Customer Response Principles and Systems
- Supply Chain System and Principles
- Global Supply Chain Operations
- Inventory Strategies for Supply Chain
- Warehouse Management and Operations
- Supply Chain Design and Monitoring
- Supply Chain Network and Evaluating
- Supply Chain Planning and New Business Concepts
- Aligning your supply chain process with your business

⇒ Course 03: Operations Management

- Introduction to Operations Management
- Project Management
- Business Development and Succession Planning
- Process Management
- Supply Chain Management
- Planning & Forecasting Operations
- Procurement & Purchasing Management
- Manufacturing & Delivery Operations
- Quality Management
- Managing Risk and Recovery
- Performance Management
- Talent Management
- Communication Skills
- Negotiation Techniques
- Conflict Management
- Stress Management
- Time Management
- Business Environment
- Business Writing Skills

⇒ Course 04: Driver Safety Awareness Certificate

- Introduction to Safe Driving
- Reading the Signals and Marks on the Road
- Pre-Journey Safety Check (Vehicle and Driver)
- Safe Driving Tactics for Driving in the UK
- Driving in Poor Condition
- Driving and Human Health
- In the Events of Accidents and Breakdowns
- Laws and Policies Involving Road Safety

⇒ Course 05: Car Mechanic and Repair Training

- Safety Rules & Introduction to Tools
- General Maintenance for Car Mechanics
- Dashboard Indicator Lights
- Tyres
- Internal Combustion Engines & Engine Oil
- The Cooling System
- The Fuel System
- The Electrical System
- The Drive Train
- Brakes
- Buying a Car

⇒ Course 06: Engine Lubricant System Training - Level 4

- Introduction
- Functions & Components of Lubrication System
- Basic Working of the Lubrication System
- Properties, Additives & Designations of Lube Oils
- Lab Analysis & Diagnostics of the Lubrication Oil

⇒ Course 07: Internal Combustion Engine Basics

- Course Overview
- Welcome
- Engine Exterior
- Common Engine Components
- How Two Stroke Engines Work
- How Four Stroke Engines Work
- Petrol vs. Diesel
- Lubrication Oil System
- Fuel System
- Air and Exhaust Systems
- Cooling Water System
- Cylinder Sleeve
- Electrical System Part 1
- Electrical System Part 2
- Final Thoughts

⇒ Course 08: Manual Handling Level 2

- Introduction, Legislation and Guidance
- Manual Handling Hazards and Injuries
- Manual Handling Risk Assessments
- Controlling and Reducing the Risks
- Safe Lifting Techniques

⇒ Course 09: English Law and Legal System Level 3

- The Legal Workplace and Professionals
- Law and Legal Systems
- Contract Law & Business Law
- Human Rights Law
- Employment Law
- Property Law
- Mortgage Law
- Wills, Probate & Estate Law
- Criminal Law
- Other Common Laws & Legal Matters

⇒ Course 10: Effective Communication Skills Diploma

- Business Communication
- Verbal and Non-verbal Communication
- Written Communication
- Electronic Communication
- Communicating with Graphic
- Effectively Working for Your Boss

⇒ Course 11: Time Management

- Identifying Goals
- Effective Energy Distribution
- Working with Your Personal Style
- Building Your Toolbox
- Establishing Your Action Plan

⇒ Course 12: Coronavirus (COVID-19) Awareness

- Introduction to COVID-19
- Understanding of Covid-19 as a Pandemic and How It Is Related to Zoonotic Diseases Like SARS and MERS
- The Strike of Pandemic Around the World and Great Britain
- Effects of Covid-19 on Human Life
- Diagnosis and Treatment
- Preventions and Social Measures to Be Taken
- Artificial Intelligence, Data Science and Technological Solutions against Covid-19

⇒ Course 13: Personal Hygiene

- Introduction to Personal Hygiene and a Brief History
- Looking Clean, Smelling Clean
- Improving and Maintaining Oral Health
- Care of the Eyes
- Ear Care Secrets
- Foot & Nail Care in Personal Hygiene
- Hair Care Hygienic Ways
- Hygienic Approach to Skin Care
- Maintain Good Toilet Hygiene
- Potential Hygiene Guidelines
- Personal Hygiene During Coronavirus Pandemic

⇒ Course 14: First Aid Training

- Introduction to Workplace First Aid
- Legal Framework for Workplace First Aid
- Incident Management at Work
- Primary Survey
- Secondary Survey
- Basic First-Aid Techniques
- Dealing with Minor Injuries at the Workplace
- Secondary Illness Loss of Responsiveness and CPR
- Secondary Illness Breathing Problems
- Secondary Illnesses and Injuries
- Dealing With Fractures and Dislocations
- Call for an Emergency



Thank You