

National Apprenticeship - Occupational Profile

Apprenticeship Title Transport Operations and Commercial Driving

NFQ Level Level 6 Higher Certificate in Business in Transport Services
Full C/CE Licence, Driver CPC

Duration 2 years

Occupational Title Commercial Driver

**Typical tasks/
responsibilities**

- Understand the rules of the road and the principles of driving safely
- Be competent in the day-to-day driver/driving activities such as management of working time and tachographs, safe and secure loading, on road activities
- Understand the mechanics of a vehicle and proposed future technologies
- Ability to work and drive a rigid and/or articulated vehicles
- Be competent in the processing and management of paperwork and administrative duties
- Create a safe working environment for yourself and other employees by adhering to safety measures to prevent accident and complications that may arise during work
- Understanding driving for work risk

On successful completion of the proposed apprenticeship, a person in the occupation of Commercial Driver will have the following knowledge, skills and competencies:

Core tasks/responsibilities of a professional driver:

- Safe and secure loading
- Weight management
- Tachograph and working time
- Competent and safe driving
- Well versed in the regulatory requirements for national and international transport
- Understand the importance of good customer care
- Have analytical and systems knowledge to enable effective discharge of duties
- Understand the principle of safe driving for work
- Have a good understanding of the supply chain and the importance role of the distribution sector

Knowledge

Specialised knowledge across a variety of areas associated with:

- Understanding of the supply chain with particular focus on distribution of goods by road
- Understanding the mechanics of vehicles and the regulations and requirements to have a commercial vehicle roadworthy at all times
- Being aware of the technological advancements and the development of telematics systems

Knowledge continued

- Being a competent professional driver attaining the full commercial licence and driver CPC qualification
- Understanding the importance of customer service for distribution & logistics and implementing its effective management
- Management (communications, accounting, planning)
- Information systems in a logistics context, the essentials in the use of ICT and as applied in the logistics industry and focused on data collection, exchanging and manipulation; e-business and e-commerce in the world-wide-web
- Understanding the competencies required in national & international trade & customs environment. Review the role and function of customs in an era of international trade, globalisation, EU single market and Brexit
- Understanding the legislation governing the operation of a commercial transport business including the roles of the key enforcement authorities such as An Garda Síochána, Health and Safety Authority and the Road Safety Authority.

Skills

- Ability to drive safely and competently
- Ability to understand the weight distribution requirements of a load
- Ability to safely secure the cargo to the trailer of varying types: flatbeds, curtainsiders, box bodies etc.
- Understand the basics of ECO driver training and improving fuel efficiencies
- Ability to work as part of a team
- Ability to carry out a 'driver walk around' check of the vehicle in a competent manner
- Communication skills and ability to work constructively with colleagues and clients
- Understanding what actions to take in event of emergency situations such as tyre blow out, breakdown on a motorway or being involved in an accident
- Recognise the advantages & disadvantages that alternative distribution/warehousing configurations can provide
- Ability to develop a range of technical approaches

Competencies

- Personal ethics
- Professionalism/integrity
- Personal management/commitment
- Problem solving
- Lateral/critical/systematic thinking
- Analytical capabilities
- Innovation and creativity
- Practice good communication skills
- Word processing & presentation tools
- Understand how to be an effective team member

Industry/ industries served by the proposed apprenticeship

There are over 80,000 heavy goods vehicles in Ireland (CSO), over 20,250 of these vehicles are in the haulage sector; the balance is in the 'Own Account' sector.

This programme focuses on the haulage, freight, distribution, and Own Account sectors as the key industries served by this apprenticeship. The Own Account sector is comprised of companies across many sectors including agri-food, waste management, pharmaceutical, local authorities, semi-state bodies etc. This programme is attractive to both the haulage and Own Account sector.

On successful completion of the proposed apprenticeship, a person could expect to be eligible for a position as a Heavy Goods Vehicle (HGV) Driver, Driver Trainer, Route Planner, Transport Supervisor or Driver Supervisor.

Proposed minimum entry requirements for apprentices on the programme

Minimum entry requirements are:

A grade H7/O6 or above in five Leaving Certificate (or equivalent) subjects. A minimum of grade O6 must be obtained in English. A minimum of grade O6 or a B2 or above in Foundation level must be obtained in Mathematics.

Holders of a QQI Level 5 or Level 6 (or equivalent) in cognate areas (e.g. business, logistics and distribution, supply chain management, etc.) can apply for entry onto the programme.

In addition, applicants must have a full (clean) 'B' Licence and be at least 18 years of age in year 1 of the programme (18 is the minimum age requirement to attain the full C and/or CE licence) <https://www.ndls.ie/about/licence-categories-and-codes.html#licence-categories>

C	Vehicles (other than work vehicles or land tractors) having a MAM ¹ exceeding 3,500 kg, designed and constructed for the carriage of no more than eight passengers in addition to the driver and where the MAM ¹ of the trailer is not greater than 750 kg.	21 years or 18 with CPC
CE	Combination of drawing vehicles in category C and trailer where the MAM ¹ of the trailer is greater than 750 kg.	21 years or 18 with CPC
C1	Vehicles in category C having a MAM ¹ weight not exceeding 7,500 kg, designed and constructed for the carriage of no more than eight passengers in addition to the driver and where the MAM ¹ of the trailer is not greater than 750 kg	18 years
C1E	<ul style="list-style-type: none">Combination of drawing vehicles in category C1 and trailer where the MAM¹ of the trailer is greater than 750 kg and where the MAM¹ of the drawing vehicle and trailer combined does not exceed 12,000 kg.Combination of drawing vehicles in category B with trailer where the MAM¹ of the trailer is greater than 3,500 kg and where the MAM¹ of the drawing vehicle and trailer combined does not exceed 12,000 kg.	18 years

Applicants may also be eligible to become apprentices via Recognition of Prior Learning (RPL). RPL processes require the applicant to provide evidence of appropriate past learning, whether that is certified or experiential learning. In some

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cases it may be sufficient for the applicant to provide copies of appropriate certificates. In other cases, there may be a self-assessment exercise, preparation of a file or 'portfolio' of appropriate evidence of learning, an interview, and perhaps a demonstration or assessment task.

IT Sligo would value progression opportunities from the further education sector. One such opportunity for progression is graduates of the Traineeships linked with the freight distribution and logistics sector.

Individuals who have full driving licences in the commercial categories following attendance at a Traineeship will be welcomed on this programme and will not have to attend the on-road training. Students will be exempted from the modules associated with the on-road training.

The RPL process and credits for lectures are to be determined. Consideration will be given based on the details of the course and the duration of the programme. IT Sligo will apply their RPL criteria in determining credits. This determination will include consideration of earned credits, level of credits and the module learning outcomes that have been achieved by the learner.
