



ACCREDITED SUPERVISOR QUALIFICATIONS

Internationally Recognized Certification

Accredited Supervisor Qualifications verify the knowledge and skills of First-Line managers seeking to enter, or already in First-Line management roles (General Manager, Director 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:

First-Line Manager Competency Domains

| | |
|---------------------------------------|---|
| Finance Management | Understanding Business |
| | Understanding Costs and Budgets |
| Leadership and Strategy | Fundamentals of Leadership |
| | Motivating People for Performance |
| | Lead and Manage Effective Workplace Relationships |
| Human Resources Management | Understanding HRM |
| | Understanding Performance Management |
| Principles of Management | Foundations in Management |
| | Solving problems and Making Decisions |
| | Managing Personal Effectiveness |
| Operations Management | Understanding Quality Management |
| | Fundamentals of Customer Service |
| | Managing Materials and Equipment |
| Marketing and Sales Management | Understanding Sales |
| | Business Negotiating Skills |

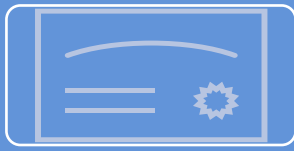
THE QUALIFICATIONS

3 Supervisory Qualifications are available:



Certificate in Supervisory Management

- 2 Modules | 5 Units of Competency
- Examination: 2 M/C exams | Total questions 75 questions | Total time 90 minutes
- Avg. Duration to Complete: 2 months



Diploma in Supervisory Management

- 10 Units of Competency
- Examinations: 4 M/C exams - Total 150 questions| Total Time 180 minutes
- Avg. Duration to Complete: 4 months



Advanced Diploma in Supervisory Management

- 15 Units of Competency
- Examinations: 6 M/C exams - Total questions 225 questions | Total Time 290 minutes
- Avg. Duration to Complete: 6 months

Units of Competence for each Qualification

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

| Certificate Program | Diploma Program | Advanced Diploma Program |
|---|---|---|
| <p>MODULE 1: Principles of Management</p> <ol style="list-style-type: none"> Foundations in Management Solving Problems and Making Decisions Managing Personal Effectiveness <p>MODULE 2: Marketing and Sales</p> <ol style="list-style-type: none"> Understanding Sales Business Negotiation Skills | <p>MODULE 3: Financial Management</p> <ol style="list-style-type: none"> Understanding Business Understanding Costs and Budgets <p>MODULE 4: Leadership and Strategy</p> <ol style="list-style-type: none"> Foundations in leadership Motivating People for Performance Lead and Manage Effective Workplace Relationships <p>MODULE 5: Operations Management</p> <ol style="list-style-type: none"> Understanding Quality Management Fundamentals of Customer Service Managing Materials and Equipment <p>MODULE 6: H-R Management</p> <ol style="list-style-type: none"> Foundations in Human Resources Management Managing Employee Performance | <p>MODULE 1: Principles of Management</p> <ol style="list-style-type: none"> Foundations in Management Solving Problems and Making Decisions Managing Personal Effectiveness <p>MODULE 2: Marketing and Sales</p> <ol style="list-style-type: none"> Understanding Sales Business Negotiation Skills <p>MODULE 3: Financial Management</p> <ol style="list-style-type: none"> Understanding Business Understanding Costs and Budgets <p>MODULE 4: Leadership and Strategy</p> <ol style="list-style-type: none"> Foundations in leadership Motivating People for Performance Lead and Manage Effective Workplace Relationships <p>MODULE 5: Operations Management</p> <ol style="list-style-type: none"> Understanding Quality Management Fundamentals of Customer Service Managing Materials and Equipment <p>MODULE 6: H-R Management</p> <ol style="list-style-type: none"> Foundations in Human Resources Management Managing Employee Performance |

In order to qualify for the designation of 'Accredited Supervisor', and use the Post Nominal ASupv. candidates need to complete all 20 units of competency. By completing the Certificate and Diploma qualifications sequentially, candidates will be eligible for the ASupv. designation.

Admissions

To qualify for admission to the Accredited Supervisor Qualification Programs, 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 Partners, and are available on demand. Your Approved Learning Provider will schedule your examination, 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 confirmation and your certification within 2 to 3 weeks of completion of your examination.

Digital Certification

GIMA 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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