

TLM Entry Level Award in Order Picking (Entry 3)

[General guidance for interpreting OCF qualification levels](#) [1]

[Link to assessor's guide to interpreting the criteria for this unit](#) [2]

Click on the links in the table below for specific guidance on the assessment criteria.

Unit 1, Order Picking and Stock Management (2 credits)

1. Manage the stock correctly

[1.1 I can use software programs for stock management.](#) [3]

[1.2 I can use a range of storage methods.](#) [4]

[1.3 I can use racks, pallets and containers.](#) [5]

[1.4 I can manage and check the stock.](#) [6]

[1.5 I can receive deliveries and deal with associated administration.](#) [7]

[1.6 I can identify methods for delivery and dispatch of goods.](#) [8]

[1.7 I can apply packaging techniques.](#) [9]

[1.8 I can prepare written reports.](#) [10]

[1.9 I can communicate verbally about the work.](#) [11]

Unit 2, Order Picking and Order Management (2 credits)

1. Manage logistics of orders

[1.1 I can use a scanner to read codes](#) [13]

[1.2 I can use machinery to meet requirements](#) [14]

[1.3 I can work with an order picking system](#) [15]

[1.4 I can monitor the inventory](#) [16]

[1.5 I can follow the stock rotation](#) [17]

[1.6 I can organize placing of goods](#) [18]

[1.7 I can prepare and maintain equipment](#) [19]

[1.8 I can apply labels and classify goods](#) [20]

[1.9 I can report on activities](#) [21]

Unit 3, Order Picking Ethics and Attitudes (2 credits)

1. Have a good work ethic, attitude and knowledge of quality

[1.1 I can demonstrate willingness to help others](#) [23]

[1.2 I can work independently](#) [24]

[1.3 I can work flexibly](#) [25]

[1.4 I can identify potential quality issues](#) [26]

[1.5 I can work accurately](#) [27]

[1.6 I can work orderly systematically](#) [28]

[1.7 I can work safely](#) [29]

There are further optional shared units from other Awarding Organisations that we can use. Please contact us if you want to use any of these so we can explain any additional needs or answer any of your questions. [Link to additional Entry 3 units](#)

Source URL: <https://theingots.org/community/eme3op>

Links

[1] https://theingots.org/community/QCF_levels

[2] <https://theingots.org/community/emEL3U1X>

[3] <https://theingots.org/community/sendioPl3u1x#1.1>

[4] <https://theingots.org/community/sendioPl3u1x#1.2>

[5] <https://theingots.org/community/sendioPl3u1x#1.3>

[6] <https://theingots.org/community/sendioPl3u1x#1.4>

[7] <https://theingots.org/community/sendioPl3u1x#1.5>

[8] <https://theingots.org/community/sendioPl3u1x#1.6>

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