# Instructions

* This form captures information on your lean/CI roles in employment, practical lean achievements and qualifications.
* Add text in the field for each category/section; append or add further pages if necessary.
* Note that your ‘Responsibilities & Achievements’ in employment roles should focus on those that are lean/CI related.
* Send the completed form as an MS Word document (plus any attachments) to: [elias@leancompetency.org](mailto:elias@leancompetency.org)
* State in your covering email the number and nature of the documents you are submitting.
* Once submitted, your application will be considered and you will be informed whether you application has been successful and, where appropriate, the next steps in the process.

# Personal Information

|  |  |
| --- | --- |
| Name | Telephone |
| Click here to enter text. | Click here to enter text. |
| Home Address | Email |
| Click here to enter text. | Click here to enter text. |

# Current Employer

|  |  |
| --- | --- |
| Company | Date Joined |
| Click here to enter text. | Click here to enter text. |
| Address | ROLE |
| Click here to enter text. | Click here to enter text. |
| Responsibilities & Achievements | |
| Click here to enter text. | |

## Current Employer – Previous Roles

|  |  |  |
| --- | --- | --- |
| Previous Role 1 | Dates | |
| Click here to enter text. | Click here to enter text. | |
| Responsibilities & Achievements | | |
| Click here to enter text. | | |
| Previous Role 2 | Dates |
| Click here to enter text. | Click here to enter text. |
| Responsibilities & Achievements | |
| Click here to enter text. | |
| Previous Role 3 | Dates |
| Click here to enter text. | Click here to enter text. |
| Responsibilities & Achievements | |
| Click here to enter text. | |

# Previous Employment

|  |  |
| --- | --- |
| Company 2 | Dates |
| Click here to enter text. | Click here to enter text. |
| Responsibilities & Achievements | |
| Click here to enter text. | |
| Company 3 | Dates |
| Click here to enter text. | Click here to enter text. |
| Responsibilities & Achievements | |
| Click here to enter text. | |
| Company 4 | Dates |
| Click here to enter text. | Click here to enter text. |
| Responsibilities & Achievements | |
| Click here to enter text. | |
| Company 5 | Dates | |
| Click here to enter text. | Click here to enter text. | |
| Responsibilities & Achievements | | |
| Click here to enter text. | | |

# Education & Training

*Provide details of academic, professional, workplace or vocational education and training undertaken (post-secondary school) and any less formal relevant learning undertaken.*

|  |  |  |  |
| --- | --- | --- | --- |
| Course Details & Award[[1]](#footnote-1) | | Institution/Provider | Date |
| 1 | Click here to enter text. | Click here to enter text. | Date |
| 2 | Click here to enter text. | Click here to enter text. | Date |
| 3 | Click here to enter text. | Click here to enter text. | Date |
| 4 | Click here to enter text. | Click here to enter text. | Date |
| 5 | Click here to enter text. | Click here to enter text. | Date |
|  | | | |
| Other Learning | | | |
| *Provide details of other relevant learning activity undertaken not covered above (eg less formal, learning-by-doing, self-directed study etc).* | | | |
| Click here to enter text. | | | |

# Statement

*Provide a statement summarising how your lean knowledge and practical experience meets the Level 3 criteria (no more than 250 words). See Appendix 1 for a description of LCS Level 3 competence.*

Click here to enter text.

# References

*List two references that may be contacted to support your application.*

|  |  |  |
| --- | --- | --- |
| Name | Connection/Relationship | Email |
| Click here to enter text. | Click here to enter text. | Click here to enter text. |
| Click here to enter text. | Click here to enter text. | Click here to enter text. |

# Declaration

*I hereby apply for the LCS Level 3 Programme and confirm that the information contained in the application is accurate.*

|  |
| --- |
| **Name**: Click here to enter text. |

|  |  |
| --- | --- |
| **Signed** | **Or electronic signature**  Click here to enter text. |

|  |
| --- |
| **Date**: Click here to enter text. |

# Appendix 1 – Level 3 competence

## Level 3 SUMMARY

* Well-developed knowledge and mature understanding of lean philosophy, techniques and approaches and associated schools of thought.
* Knowledge of the strategic and management dimensions of lean implementation.
* Ability to implement and manage a lean strategy at an enterprise or business unit level.
* Wide implementation experience in several organisational contexts over a period of at least 10 years.
* Well developed and practiced leadership and change management competences.

## KNOWLEDGE

* Strategy development and policy deployment techniques
* Design and deployment of effective and relevant performance measures
* Leadership skills for effective lean transformation (eg change management, communication, coaching, mentoring, motivating, etc)
* Advanced lean systems knowledge and techniques
* Sustainable change and continuous improvement
* Project direction, implementation and control
* Complementary philosophies, approaches and thinkers

## APPLICATION

* Implementation at significant scales and in a range of business environments
* Leading an organisation's lean transformation
* Coaching and mentoring activities
* Creating sustainable lean strategies and implementation plans, aligned to organisational strategy
* Application in a range of core business processes (eg order fulfilment, service delivery, new product development, sales acquisition, supply chain, etc)
* Implementing and deploying a lean strategy in an organisation to achieve organisational purpose and quality/cost/delivery benefits.
* Devising and applying effective and relevant value stream and supply chain performance measures.

*Note that the difference between Levels 3a and 3b is related to the scale/ level of responsibilities and length/scope of experience.*

1. *If applicable* [↑](#footnote-ref-1)