Projects and Products Portal for Leonardo da Vinci

Transfert de compétences et formations à destination des manipulateurs de marchandises et produits

2012-1-SI1-LEO05-03950

http://www.adam-europe.eu/adam/project/view.htm?prj=10735

Information sur le projet

Titre: Transfert de compétences et formations à destination des manipulateurs de marchandises et produits

Code Projet: 2012-1-SI1-LEO05-03950

Année: 2012

Type de Projet: Projets de transfert d'innovation

Statut: Clôturé

Pays: SL-Slovénie

Accroche marketing: La Slovénie a besoin de manutentionnaires mais ne dispose pas des compétences requises ni de formations appropriées pour ce métier. De bons exemples ont été trouvés en Espagne et au Portugal. En transférant et adaptant les compétences et programmes de formation pour manutentionnaires, le projet permettra de mettre les compétences professionnelles et le programme de formation des manutentionnaires au niveau des autres États membres de l'UE. Le projet comblera ainsi le manque actuel dans le secteur commercial. Le projet répond aux besoins des employeurs en manutentionnaires formés, et vise à améliorer et unifier les compétences et qualifications dans le secteur commercial en intégrant des personnes sans éducation formelle dans des formations de manutentionnaires, et à étendre les liens entre formation et travail pour les personnes déjà manutentionnaires.

Résumé: In Slovenia there is a need in retail to employ the qualified persons to occupy the post of goods and product manipulator. For this occupation there was no list of competences in Slovenia and no appropriate training to train persons for this post on national level. Slovenian Chamber of Commerce with this project therefore transfered innovation: list of occupational competences and training programme for GPM from Spain and Portugal, where the educational and training system in trade is better elaborated than in Slovenia.
Main objectives of the project were: acquisition of Europe-level occupational competences for the post of GPM, input of acquired foreign knowledge and experience in Slovenian system, establishment of the GPM training system in Slovenia, preparation of the manual for GPM training and preparation of the initiative for occupational standard and national occupational qualification (NOQ) for GPM.
Consortium had international and Slovenian local level. On the international level, 3 national or regional associations were involved in the project; all of them are also actively involved in the field of training for trade sector. On the local level, 2 Slovenian retail companies were included.
Main outcomes of the project were transferring, upgrading and forming occupational competences and training programmes for GPM in Slovenia and submission of initiative for occupational standard and NQO for GPM. Within the frame of the project a manual for GPM training was prepared and it is used also for trainings after the project. Dissemination of information on the contents of the project and its results is directed to broader public and experts at local, regional, national and European level.

Expected impacts of the project enhance mobility of the work force due to unification of the occupational competences at the level of 3 EU member states, helping young people and unemployed in gaining occupational competences and therefore enhance their employability, better trained staff in the post of GPM, enhanced visibility and recognition of GPM.

Description: Within the project, we transferred the competences and training programme for Goods and Product Manipulator. Persons employed in this post have lower level of education and in many cases this applies to persons without special interest in additional education and for older persons who have been working in this post for longer periods of time.
Slovenian Chamber of Commerce with this project therefore transferred the innovation: list of occupational competences and training programme for GPM from Spain and Portugal.
With the transferring and upgrading the competences and GPM training programme, the project enables higher capacity of employed persons with elementary education, who are due to lack of knowledge not easy employable, as well as enables the job

Information sur le projet

	seekers additional training to broaden their chances of getting employed.
Thèmes:	*** Formation tout au long de la vie ** Marché du travail
Sectors:	*** Commerce; Réparation d`Automobiles et de Motocycles
Types de Produit:	Matériel d'apprentissage Site Internet Description de nouveaux métiers Autres Programme/curriculum
Information sur le produit:	With this project we transferred the information on knowledge and skills needed for the post of GPM, as well as programme and contents of the training for the GPM occupation from Portugal and Spain. The results of the project: 1. Website – on the website there is an information on the contents and execution of the project and its results 2. Analysis of Spanish, Portuguese and Slovenian educational and training system in trade sector, analysis of compatibility of these system, and collection of materials on occupational competences and trainings for GPM 3. Seminar for the trainers 4. Presentation of competences and training of the GPM in Portugal 5. Presentation of competences and training of the GPM in Spain 6. A list of occupational competences for the GPM profile 7. Programme for GPM training 8. Pilot training for GPM profile 9. GPM training manual 10. Initiative for occupational standard and NOQ for GPM profile 11. Execution of 2 project meetings
Page Web du projet:	English: http://www.tzslo.si/projekti/GPM-EN; Slovene language: http://www.tzslo.si/projekti/GPM-SLO

Contractant du projet

Nom:	TRGOVINSKA ZBORNICA SLOVENIJE
Ville:	Ljubljana
Pays/Région:	Slovenija
Pays:	SL-Slovénie
Type d'organisation:	Chambre
Site Internet:	http://www.tzslo.si

Personne de contact

Nom:	Marjanca Simsi
Adresse:	Dimieva 13
Ville:	Ljubljana
Pays:	SL-Slovénie
Téléphone:	+386 1 5898 215
Fax:	+386 1 5898 219
E-mail:	marjanca.simsic@tzslo.si
Site internet:	

Coordinateur

Nom:	TRGOVINSKA ZBORNICA SLOVENIJE
Ville:	Ljubljana
Pays/Région:	Slovenija
Pays:	SL-Slovénie
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Pays:	SL-Slovénie
Téléphone:	+386 1 5898 215
Fax:	+386 1 5898 219
E-mail:	marjanca.simsic@tzslo.si
Site internet:	

Partenaire

Partner 1

Nom:	Centro de Formação Profissional para o Comércio e Afins
Ville:	Lisboa
Pays/Région:	Lisboa
Pays:	PT-Portugal
Type d'organisation:	Autres
Site Internet:	http://www.cecoa.pt

Partner 2

Nom:	Asociacion Gabinete Tecnico Comercial
Ville:	Barcelona
Pays/Région:	Cataluna
Pays:	ES-Espagne
Type d'organisation:	Autres
Site Internet:	http://www.confecom.cat

Partner 3

Nom:	SPAR SLOVENIJA trgovsko podjetje d.o.o. Ljubljana
Ville:	Ljubljana
Pays/Région:	Slovenija
Pays:	SL-Slovénie
Type d'organisation:	Autres
Site Internet:	http://www.spar.si

Partner 4

Nom:	POSLOVNI SISTEM MERCATOR d.d.
Ville:	Ljubljana
Pays/Région:	Slovenija
Pays:	SL-Slovénie
Type d'organisation:	Autres
Site Internet:	http://www.mercator.si/

Données du projet

LDV-GPM_manual-print.pdf

http://www.adam-europe.eu/prj/10735/prj/LDV-GPM_manual-print.pdf

English version - The manual "The Transfer of Competences and Trainings for Goods and Product Manipulator with a review of vocational and professional education in trade sector" includes also:
- Analysis of Spanish, Portuguese and Slovenian educational and training system with the comparison of education and training in trade sector and for goods and product manipulator,
- list of competences for Goods and Product Manipulator,
- training programme for GPM.

prirocnik_LDV-GPM_slo_print.pdf

http://www.adam-europe.eu/prj/10735/prj/prirocnik_LDV-GPM_slo_print.pdf

Slovenian version - The manual "The Transfer of Competences and Trainings for Goods and Product Manipulator with a review of vocational and professional education in trade sector" includes also:
- Analysis of Spanish, Portuguese and Slovenian educational and training system with the comparison of education and training in trade sector and for goods and product manipulator,
- list of competences for Goods and Product Manipulator,
- training programme for GPM.

Produits

1 Informing the general public on the contents and execution of the project and its results on the web

2 Analysis of Spanish, Portuguese and Slovenian educational and training system in trade sector,

3 Seminar for the trainers

4 A list of occupational competences for the GPM profile

5 Programme for GPM training

6 Pilot training for GPM profile

7 GPM training manual

8 Prepared initiative for occupational standard and national occupational qualifications (NOQ) for GPM

9 Presentation of competences and training for GPM in Spain

10 Presentation of competences and training for GPM in Portugal

Produit 'Informing the general public on the contents and execution of the project and its results on the web site'

Titre:	Informing the general public on the contents and execution of the project and its results on the web site
Type de Produit:	Site Internet
Texte marketing:	On the project's website is available presentation of the contents of the project, activities and results, good practice presentation, invitations, presentations of the events in the whole project's lifetime, etc. Project's web site is available in Slovene and English language.
Description:	The purpose of the project`s website is to inform the target groups about the project and to post all the project`s results for further use, during and after the project. Presentation of the contents of the project, activities and results, good practice presentation, invitations, presentations of the events in the whole project's lifetime were posted on the website and were available for use for interested public.
Cible:	TZS members, employer and employee organizations and their members, Employment Service of Slovenia, Institute of Republic of Slovenia for Vocational Education and Training, supporters, and other interested parties
Résultat:	Project’s web site in Slovene language: http://www.tzslo.si/projekti/GPM-SLO, and in English language: http://www.tzslo.si/projekti/GPM-EN
Domaine d'application:	Dissemination of the project and its results.
Adresse du site Internet:	http://www.tzslo.si/projekti/GPM-SLO, http://www.tzslo.si/projekti/GPM-EN
Langues de produit:	slovène anglais

Produit 'Analysis of Spanish, Portuguese and Slovenian educational and training system in trade sector, analysis of comparability of these systems, and collection of materials on occupational competences and trainings for GPM'

Titre:	Analysis of Spanish, Portuguese and Slovenian educational and training system in trade sector, analysis of comparability of these systems, and collection of materials on occupational competences and trainings for GPM
Type de Produit:	Autres
Texte marketing:	The analysis presents Spanish, Portuguese and Slovenian educational and training system in general, education and training system in trade sector, comparability of these three systems and competences and trainings for GPM.
Description:	The purpose of the collection of materials on occupational competences and trainings for GPM and the Analysis of Spanish, Portuguese and Slovenian educational and training system in trade sector and analysis of comparability of these systems was to deepen the knowledge about the system of education and training in all three countries and to combine the best methods and transport them in to Slovenian educational and training system. Methodology for analysis was prepared by SCC and provided to the partners. Each partner from respective country of the consortium prepared the written material in which their national educational and training system in trade sector was presented. Partners also prepared written material in which occupational competences and GPM training was presented. On the basis of acquired analyses and materials, SCC prepared comparative analysis of educational and training systems for GPM.
Cible:	TZS, AGTC, CECOA and educational institutions, employers and supporters in Slovenia, Spain, Portugal, and at the EU level, as well as other interested parties
Résultat:	Analysis of Spanish, Portuguese and Slovenian educational and training system in trade sector, analysis of comparability of these systems, and collection of materials on occupational competences and trainings for GPM
Domaine d'application:	Part of the GPM manual, basis for transfer of occupational competences and trainings for GPM.
Adresse du site Internet:	http://www.tzslo.si/projekti/GPM-SLO, http://www.tzslo.si/projekti/GPM-EN
Langues de produit:	anglais slovène

Produit 'Seminar for the trainers'

Titre:	Seminar for the trainers
Type de Produit:	Autres
Texte marketing:	The purpose of the seminar for the trainers was to present the national systems of education and trainings in the trade sector and occupational competences and trainings for GPM in Spain and in Portugal. Presentations from the seminar and other materials are available on the project's web site.
Description:	The purpose of the seminar for the trainers was to present the national systems of education and trainings in the trade sector and occupational competences and trainings for GPM in Spain and in Portugal. The content of the seminar was compound of the presentation on national education and training systems especially in the trade sector, occupational competences and trainings for GPM in Spain and in Portugal and of the practical view in that field.
Cible:	SCC project team, employees of Slovenian partners and other employers in the field of education and staff
Résultat:	Seminar for the trainers
Domaine d'application:	Acquaintance with the information about national systems of education and trainings in the trade sector and occupational competences and trainings for GPM, basis for transfer of occupational competences and trainings for GPM.
Adresse du site Internet:	http://www.tzslo.si/projekti/GPM-SLO, http://www.tzslo.si/projekti/GPM-EN
Langues de produit:	anglais

Produit 'A list of occupational competences for the GPM profile'

Titre:	A list of occupational competences for the GPM profile
Type de Produit:	Description de nouveaux métiers
Texte marketing:	The purpose of the list of occupational competences for the GPM profile is to state the knowledge and the skills the person needs for working as GPM.
Description:	The purpose of the list of occupational competences for the GPM profile is to state the knowledge and the skills the person needs for working as GPM. The list of occupational competences was prerequisite for the educational or training programme in Slovenia. The list of occupational competences was prepared on the basis of all gathered information and practical view by TZS and Slovenian partners.
Cible:	Persons on the posts of GPM, persons who wish to acquire the knowledge for the post of GPM, unemployed and job seekers, employers (with GPM posts available and those acquiring more information on the post of GPM), supporters, Employment Service of Slovenia, Institute of Republic of Slovenia for Vocational Education and training
Résultat:	A list of occupational competences for the GPM profile
Domaine d'application:	List of occupational competences for the GPM occupational profile.
Adresse du site Internet:	http://www.tzslo.si/projekti/GPM-SLO, http://www.tzslo.si/projekti/GPM-EN
Langues de produit:	anglais slovène

Produit 'Programme for GPM training'

Titre:	Programme for GPM training
Type de Produit:	Programme/curriculum
Texte marketing:	The purpose of the programme for GPM training was to state the knowledge and the skills the person has to acquire for working as GPM. Programme represents the basis for organization and execution of the GPM trainings.
Description:	The purpose of the programme for GPM training was to state the knowledge and the skills the person has to acquire for working as GPM. The programme was the prerequisite for the education or training for GPM profile in Slovenia. The programme for GPM training was based on the list of occupational competence for GPM profile and all gathered information and practical view by SCC and Slovenian partners on education and training in Spain and Portugal.
Cible:	Employees of partners and interested supporters, interested members of TZS, unemployed persons and job seekers, trainers
Résultat:	Programme for GPM training
Domaine d'application:	Training for GPM occupational profile.
Adresse du site Internet:	http://www.tzslo.si/projekti/GPM-SLO, http://www.tzslo.si/projekti/GPM-EN
Langues de produit:	slovène anglais

Produit 'Pilot training for GPM profile'

Titre:	Pilot training for GPM profile
Type de Produit:	Programme/curriculum
Texte marketing:	The purpose of the pilot training for GPM profile was to perform the training as planned and to test the programme in practice, to get the feedback from the participants and to make sure that the programme is usable and would teach participants how to work as GPM.
Description:	The purpose of the pilot training for GPM profile was to perform the training as planned and to test the programme in practice, to get the feedback from the participants and to make sure that the programme is usable and would teach participants how to work as GPM. Trainings were led by trainers and experts from Slovenian partners. The material prepared during the project was distributed among the participants. Training was conducted within 4 days, 6 hours per day. Participants were of different profiles, those already working on the post of GPM and those without such experiences. The training was therefore prepared in a way that all candidates were equally prepared regardless of previous experiences.
Cible:	Employees of partners and interested supporters, interested members of TZS, unemployed persons and job seekers
Résultat:	Pilot training for GPM profile
Domaine d'application:	Training for GPM occupational profile.
Adresse du site Internet:	http://www.tzslo.si/projekti/GPM-SLO, http://www.tzslo.si/projekti/GPM-EN
Langues de produit:	slovène

Produit 'GPM training manual'

Titre:	GPM training manual
Type de Produit:	Matériel d'apprentissage
Texte marketing:	The manual consists of short project description, analysis of Slovenian, Spanish and Portuguese educational and training system and analysis of comparability of these systems, occupational competences for GPM and directions for acquiring these occupational competences. Manual is available in Slovenian language (in printed and in on-line form) and in English language (on-line version).
Description:	The purpose of the manual was to prepare material for the future participants in the GPM trainings after the conclusion of the GPM project. Beside manual participants on trainings get also writing materials as a teaching tool. But the manual is also important for employees in the education department who will beside the competences and the programme for GPM profile with the manual learn more on education and training systems in Slovene, Portugal and Spain. The manual consists of short project description, analysis of Slovenian, Spanish and Portuguese educational and training system, and analysis of comparability of these systems, occupational competences for GPM and directions for acquiring these occupational competences. All the previous documents and results, developed during the project, were the basis for the GPM training manual.
Cible:	Foreign and Slovenian partners, SCC members, social partners, participants of the trainings, persons working as GPM, persons wanting to acquire the knowledge for the GPM post, unemployed, employers (with GPM posts available and those acquiring more information on the post of GPM), supporters, Employment Service of Slovenia, Institution of Republic of Slovenia for Vocational Education and Training, foreign educational and commerce organisations
Résultat:	GPM training manual
Domaine d'application:	Dissemination of the project, usage at GPM trainings, information on education and training in trade sector, GPM occupational competences and training programme
Adresse du site Internet:	http://www.tzslo.si/projekti/GPM-SLO, http://www.tzslo.si/projekti/GPM-EN
Langues de produit:	slovène anglais

product files

LDV-GPM_manual-print.pdf

http://www.adam-europe.eu/prj/10735/prd/10/1/LDV-GPM_manual-print.pdf

Produit 'Prepared initiative for occupational standard and national occupational qualifications (NOQ) for GPM profile'

Titre:	Prepared initiative for occupational standard and national occupational qualifications (NOQ) for GPM profile
Type de Produit:	Description de nouveaux métiers
Texte marketing:	The aim of initiative for occupational standard and for NOQ of GPM is to fill the gap in the vertical structure of the education in trade sector. Initiative is prepared on the basis of the list of competences, transferred and upgraded in the LDV-GPM project.
Description:	The aim of initiative for occupational standard and for NOQ of GPM is to fill the gap in the vertical structure of the education in trade sector. Should both initiatives be accepted, this would assure the sustainability and usage of the project results. Initiative for preparation of occupational standard i.e. the occupational standard of GPM itself, would contribute to the sustainability of the results, as it would represent the formal frame of knowledge and competences required for the post of GPM. The acceptance of NOQ would contribute to the sustainability of the results, as it would enable the candidates the acquisition of the knowledge and skills in form of valid certificate regarding capability of performing the work of GPM, employability of the staff and comparability with candidates in neighbourhooding and other EU countries.
Cible:	Employers in the trade sector, employees working on the post related to GPM, unemployed with low educational level, Institute of Republic of Slovenia for Vocational Education and Training
Résultat:	Prepared initiative for occupational standard and national occupational qualifications (NOQ) for GPM profile
Domaine d'application:	Trade sector
Adresse du site Internet:	http://www.tzslo.si/projekti/GPM-SLO, http://www.tzslo.si/projekti/GPM-EN
Langues de produit:	slovène

Produit 'Presentation of competences and training for GPM in Spain'

Titre:	Presentation of competences and training for GPM in Spain
Type de Produit:	Autres
Texte marketing:	Presentation of competences and training for GPM in Spain was necessary for the good quality of transfer and presented the basis for preparation of other products.
Description:	The purpose of the presentation of competences and training of the GPM in Spain was to present the practical view of the work of GPM and of the education and training for the post in Spain. The participants had the opportunity to ask some question and to deepen their knowledge about the foreign form of working, education and training for GPM and get some ideas for the trainings. With working meetings and visits of the trade companies and educational institution and department, participants from Slovenia saw the practical example of GPM and trainings for this post in Spain. There was a dialogue on the actuality of the profile, labour market and its challenges, further profile development in trade sector, mobility of the staff etc.
Cible:	Lecturers, TZS members, partners' representatives.
Résultat:	Presentation of competences and training for GPM in Spain.
Domaine d'application:	One part of the basis for preparation of other products.
Adresse du site Internet:	http://www.tzslo.si/projekti/GPM-SLO, http://www.tzslo.si/projekti/GPM-EN
Langues de produit:	anglais

Produit 'Presentation of competences and training for GPM in Portugal'

Titre:	Presentation of competences and training for GPM in Portugal
Type de Produit:	Autres
Texte marketing:	Presentation of competences and training for GPM in Portugal was necessary for the good quality of transfer and presented the basis for preparation of other products.
Description:	The purpose of the presentation of competences and training of the GPM in Portugal was to present the practical view of the work of GPM and of the education and training for the post in Portugal. The participants had the opportunity to ask some question and to deepen their knowledge about the foreign form of working, education and training for GPM and get some ideas for the trainings. With working meetings and visits of the trade companies and educational department, participants from Slovenia saw the practical example of GPM and trainings for this post in Portugal. There was a dialogue on the actuality of the profile, labour market and its challenges, further profile development in trade sector, mobility of the staff etc.
Cible:	Lecturers, TZS members, partners' representatives.
Résultat:	Presentation of competences and training for GPM in Portugal.
Domaine d'application:	Part of the basis for preparation of other products.
Adresse du site Internet:	http://www.tzslo.si/projekti/GPM-SLO, http://www.tzslo.si/projekti/GPM-EN
Langues de produit:	anglais

Événements

Pilot training for GPM

Date	03.03.2014
Description	The aim of the pilot training of GPM and other persons was to check the relevance of the training programme for GPM, prepared in the project.
Cible	Employees, unemployed persons and job seekers
Public	Événement non public
Informations de contact	
Date et lieu	3., 10., 17. and 18. 3. 2014 Ljubljana, Slovenia

Second project meeting

Date	17.06.2013
Description	At the project meeting we reviewed the work done and aims and objectives to be achieved in the second year of the project. There was also a discussion about open questions and recommendations for future activities.
Cible	TZS, AGTC, CECOA, Mercator, Spar Slovenija
Public	Événement non public
Informations de contact	
Date et lieu	TZS, Ljubljana - Slovenia 17. 6. 2013

Événements

Presentation of competences and training of GPM in Portugal

Date	23.05.2013
Description	The purpose of the presentation of competences and training of the GPM in Portugal was to present the practical view of the work of GPM and of the education and training for the post in Portugal. The participants had the opportunity to ask some question and to deepen their knowledge about the foreign form of working, education and training for GPM and get some ideas for the trainings. With working meetings and visits of the trade companies and educational department, participants from Slovenia saw the practical example of GPM and trainings for this post in Portugal. There was a dialogue on the actuality of the profile, labour market and its challenges, further profile development in trade sector, mobility of the staff etc.
Cible	Lecturers, TZS members, partners' representatives
Public	Événement non public
Informations de contact	
Date et lieu	CECOA, Lisboa - Portugal 23. - 24. 5. 2013

Presentation of competences and training of the GPM in Spain

Date	22.04.2013
Description	The purpose of the presentation of competences and training of the GPM in Spain was to present the practical view of the work of GPM and of the education and training for the post in Spain. The participants had the opportunity to ask some question and to deepen their knowledge about the foreign form of working, education and training for GPM and get some ideas for the trainings. With working meetings and visits of the trade companies and educational institution and department, participants from Slovenia saw the practical example of GPM and trainings for this post in Spain. There was a dialogue on the actuality of the profile, labour market and its challenges, further profile development in trade sector, mobility of the staff etc.
Cible	Lecturers, TZS members, partners' representatives
Public	Événement non public
Informations de contact	
Date et lieu	AGTC, Barcelona - Spain 22. - 23. 4. 2013

Événements

Seminar for the trainers

Date	25.03.2013
Description	TZS organized a seminar for educating trainers, where foreign partners gave lecture and among other things presented respective national educational and training system and above all, training for the profile similar to GPM in Slovenia.
Cible	Experts from TZS, employees of Slovenian partners and other employers in the field of education and staff
Public	Événement non public
Informations de contact	
Date et lieu	Trgovinska zbornica Slovenije, Dimieva 13, Ljubljana 25. - 26. 3. 2013

Kick-off meeting

Date	26.10.2012
Description	At the kick off meeting we introduced the project and its goals and results, we met all the project partners and presented their roles in the project and go through financial rules and presentation of the documentation of the project.
Cible	Project partners - TZS, AGTC, CECOA, Mercator, Spar Slovenija
Public	Événement non public
Informations de contact	
Date et lieu	Slovenian Chamber of Commerce, Dimieva 13, Ljubljana Friday, 26. 10. 2012, 9.00 A.M.