

Commercial Procurement and Supply (formally public sector commercial professional) Level 4

The work of procurement and supply professionals includes the process of procurement, or buying goods and services; however, these roles can be much broader than just procurement. These roles can extend to a huge range of related commercial activity such as influencing policy, financial analysis, engaging in contract law, and developing strategy to deliver services. The variety of goods and services that procurement professionals are responsible for is vast: goods could range from buying a plane to negotiating new stationery supply. Securing services could include: finding new and innovative IT systems, outsourcing translation services or closing a deal on a construction project for a new building.

Encompassing the entire procurement cycle, achieving the Level 4 in Procurement and Supply will enable an individual to use their breadth and depth of experience to position themselves as a fully effective commercially skilled professional with transferable skills and career options that span the public, private and charitable sectors. This will be supported by the attainment of a Level 4 Diploma with the Chartered Institute of Procurement & Supply (CIPS).

Typical job roles in this area include: Commercial support, Commercial analyst, Sourcing executive, Procurement operations support, Buyer, assistant buyer, Commercial relationship support, Commissioning and Performance monitoring officer, Framework management support, Contract associate, Contract support.

The duration for this apprenticeship is 24 months (this does not include the End Point Assessment (EPA) period).

Completion of CIPS L4 gains eligibility for equivalent membership of the Institute. CIPS L4 is a pre-requisite for MCIPS (L6) and the full professional licence and offers the potential for Chartered status.

This apprenticeship is completed whilst studying the [CIPS Level 4 Diploma in Procurement and Supply](#).

Click [here](#) to find out more information about the course.

In addition to the course assessments, apprentices will complete an end point assessment. It includes the following components:

1. Project report
2. Presentation & questioning

The purpose of this is to test the knowledge, skills and behaviours of the apprentice as set out in the apprenticeship standard.

For more information about the Commercial Procurement and Supply (formally public sector commercial professional) Level 4 apprenticeship, please visit:

<https://www.instituteforapprenticeships.org/apprenticeship-standards/commercial-procurement-and-supply-formerly-public-sector-commercial-professional/>

or contact 0113 284 6464 / employers@leedscitycollege.ac.uk.