Level 4
Project Management

With the right capabilities, all projects can succeed in benefitting those whose lives they touch. Our qualification will equip you with the skills, knowledge and experience you need to undertake project management roles in a range of business settings. To gather sufficient evidence for this qualification we recommend a minimum project life cycle of 6 months.

Benefits for the learner

- Progress to higher level roles
- Quality teaching from trainer coaches with industry links
- Achieve a nationally recognised qualification
- Access resources through Moodle - our online learning platform

Benefits for the employer

- Build a competent project management workforce
- Increase productivity and efficiency
- Tap into the skills and talents of a diverse population
- Promote a culture of learning and development

Essential Skills

Welsh Government is committed to raising the levels of Essential Skills across Wales. Communication and Application of Number qualifications are an integral element of the funded apprenticeship frameworks.

We offer a blended learning approach delivered remotely, face-to-face and using our online learner Moodle. You will be assessed via a 4 – 6 hour task and a 45 minute test for both Communication and Application of Number. Tests will be held in-person at our test centre.

If you have completed Essential Skills previously or are able to provide suitable evidence, such as GCSE certificates or similar, you may be exempt from completing this element of the qualification.

Essential Skills	
Learners will need to complete:	
Application of Number	Level 2
Communication	Level 2
Digital Literacy	Level 2

Qualification Overview

To achieve our Level 4 Project Management qualification, you must complete **120 credits in total**:

- Mandatory group – **50 credits**
- Optional group – **a minimum of 70 credits**
- The qualification will take 24 months to complete

Mandatory Group

Unit Title	Level	Credit Value
Principles of project management	4	30
Project stakeholder management	4	10
Project communications	4	10

Optional Group

Unit Title	Level	Credit Value
Business case, project structure and progress monitoring	4	10
Managing project scope	4	10
Managing project schedule	4	10

Optional Goup - continued

Unit Title	Level	Credit Value
Managing project finances	4	10
Managing project risk	4	10
Managing project quality	4	10
Managing project resources	4	10
Managing project contracts	4	10
Provide leadership and direction for own area of responsibility	4	5
Plan, allocate and monitor work in own area of responsibility	4	5

Progression

If you are in a suitable role, you could progress to:
• Level 5 Leadership and Management