

## What is this qualification about?

The following purpose statement relates to the **City & Guilds Advanced Technical Diploma in Business Travel (450) (601/7515/1)**

Area	Description
<b>OVERVIEW</b>	
Who is this qualification for?	This qualification is for you if you are over 16 and wish to gain employment in one of the travel management companies focussing on business travel.
What does this qualification cover?	<p>By undertaking this qualification you will learn the knowledge required by employers in this sector to successfully gain employment within a travel management company. In order to achieve this you will undertake the following mandatory topics:</p> <ul style="list-style-type: none"> <li>• Communications and Business Skills for Business Travel</li> <li>• Sales and Marketing in Business Travel</li> <li>• Travel Management</li> <li>• Arranging Business Travel</li> <li>• Products and Services for Business Travel</li> </ul> <p>You will then select 1 of the following topics in order to gain the full qualification:</p> <ul style="list-style-type: none"> <li>• Conferences and events</li> <li>• Air Fares and Ticketing</li> <li>• GDS – Global Distribution System (Online Reservation/Booking System)</li> </ul> <p>Centres and providers work with local employers who will contribute to the knowledge and delivery of training. Employers will provide demonstrations and talks on the industry and where possible work placements will also be provided by the employers.</p>
<b>WHAT COULD THIS QUALIFICATION LEAD TO?</b>	
Will the qualification lead to employment, and if so, in which job role and at what level?	<p>Successful achievement of this qualification will lead to a job in a travel management company as a:</p> <ul style="list-style-type: none"> <li>• Business Travel Consultant</li> <li>• Travel Operations Executive</li> </ul> <p>Successful completion of this qualification will enable you to apply for jobs in any one of the major travel management companies.</p>
Will the qualification lead to further learning?	<p>You will have the opportunity to enter employment, or undertake further learning such as:</p> <ul style="list-style-type: none"> <li>• University – events management</li> <li>• Travel Consultant Apprenticeship – Business or Leisure</li> </ul>
<b>WHO SUPPORTS THIS QUALIFICATION?</b>	

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Industry

Guild of Travel Management Companies (GTMC)

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