

## CPS BENEFITS



\*Asian Productivity Organization

## CERTIFICATION FLOW

- 01 Applicant comply with all prerequisites of CPS requirements
- 02 Submit Application
- 03 Desktop Assessment
- 04 Sit for CPS Written Examination
- 05 Face-to-face Interview
- 06 Approval of Certification
- 07 Issue Certificate and Update Register (Online)

To download application form and for more information, please visit the NPO website or contact:

**PRODUCTIVITY CERTIFICATION BODY OF PAKISTAN, PCBP SECRETARIAT**  
 National Productivity Organization  
 11<sup>th</sup> Floor, STP Building, F-6/1, Islamabad  
 Tel : 051-9244254-55  
 Fax : 051-9244088  
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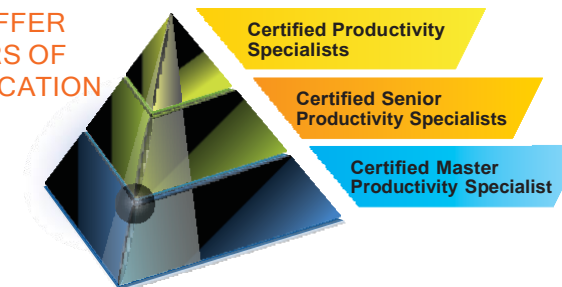
## PRODUCTIVITY SPECIALIST CERTIFICATION PROGRAM

*"Certified persons are recognized by 21 APO member countries as leading global productivity professionals"*

### WHAT IS PRODUCTIVITY SPECIALIST CERTIFICATION PROGRAM?

A program to certify a highly skilled individual whose work concentrates primarily on applications of productivity solutions and productivity-related activities such as Consultancy, Training, Promotion & Research.

### WE OFFER 3 TIERS OF CERTIFICATION



# THE PREREQUISITES

## T1

### PRODUCTIVITY SPECIALISTS



University degree or diploma with at least 5 years of work experience, or high school certificate with 10 years of work experience or equivalent.



- 1) 2 years of work experience with implementation of a minimum of 2 productivity improvement projects
- 2) Minimum of 200 \*work hours on consultancy, training, promotion, and/or research in the last 12 months

## T2

### SENIOR PRODUCTIVITY SPECIALISTS



University degree or diploma with at least 8 years of work experience or equivalent or high school certificate with 16 years of work experience or equivalent.



- 1) 8 years of work experience with implementation of at least 8 productivity improvement projects
- 2) Minimum of 2000 \*work hours on consultancy, training, promotion, and/or research in the past few years, with at least 200 hours in the last 12 months

## T3

### MASTER PRODUCTIVITY SPECIALISTS



APO certified senior productivity specialists or equivalent recognized productivity-related professional certification.



- 1) Active, continuous practice as a productivity specialist at the time application
- 2) A minimum of 14 years of work experience as a productivity specialist.
- 3) Minimum of 4000 \*work hours on consultancy, training, promotion and/or research in the past few years, with at least 1000 hours performed in assignment leadership roles.

\*comprising advisory work, data collection, analysis, making recommendations, report writing, training design, and training on productivity solutions



3) Submit at least 2 positive testimonials from clients on productivity projects undertaken in the last 24 months

4) Prerequisite productivity knowledge and understanding:

- Completed comprehensive productivity training program (APO, NPO, international, etc.) covering at least 8 productivity solutions.
- Aggregation of short training programs covering at least 8 productivity solutions as outlined in Table 4 (refer to PS-101 available on [www.npo.gov.pk](http://www.npo.gov.pk)).
- Training programs attended may be either face-to-face or e-learning in nature, within the 3-year period immediately prior to the application date.
- Evidence of practice illustrating knowledge and understanding of productivity solutions is acceptable.



5) Passed the written examination conducted by the PCBP

- 6) Have a knowledge of and work experience in data collection and productivity diagnosis techniques.
- 7) Have a knowledge and understanding of at least 8 productivity solutions
- 8) Have a Knowledge and applications of at least 1 basic or focused productivity improvement solution



3) Submit at least 3 positive testimonials from clients on productivity projects undertaken in the last 24 months

4) Prerequisite productivity knowledge and understanding:

- Completed comprehensive productivity training program (APO, NPO, international, etc.) covering at least 15 productivity solutions.
- Aggregation of short training programs covering at least 15 productivity solutions as outlined in Table 4 (refer to PS-101 available on [www.npo.gov.pk](http://www.npo.gov.pk)).
- Training programs attended may be either face-to-face or e-learning in nature, within the 3-year period immediately prior to the application date.
- Evidence of practice illustrating knowledge and understanding of productivity solutions is acceptable.



5) Passed the written examination conducted by the PCBP

- 6) Have a Knowledge of and work experience in data collection and productivity diagnosis techniques.
- 7) Have a knowledge and understanding of at least 15 productivity solutions
- 8) Have a Knowledge and applications of at least 3 basic or focused productivity improvement solution



4) Submit at least 5 positive testimonials from clients on productivity projects undertaken in the last 24 months



At least 5 international assignments (consultancy, training, promotion, and/or research) outside the country of residence or executing assignments in-country assigned by an international organization.

## ROLES

Certified productivity specialists are expected to be able to:

- Identify, apply and explain productivity improvement solutions and related methodologies to improve productivity;
- Adopt a structured productivity framework to diagnose productivity problems as well as develop and implement solutions
- Provide promotion, training, research, and consultancy services to NPOs (National Productivity Organizations), client enterprises, and other organization