

# OPERATIONS MANAGEMENT CERTIFICATE IN APPLIED SCIENCE

## Overview

*Federal financial aid is not available for this program pending approval from the U.S. Department of Education. South Carolina residents may receive lottery funds.*

## Program Description

This program will prepare students for various entry-level roles related to Operations Management, particularly those in production positions currently who seek training more aligned with process improvement and supervision. An Operations Manager is responsible for overseeing a company's organizational processes, while adding value through process improvement. Their main duties include managing operations, ensuring safe, efficient operations, and serving as a company representative on regulatory issues, while developing high performing teams.

## Mission Statement

Operations Managers enhance operational system procedures and carry out supervisory responsibilities in accordance with company policies and laws, while assisting the human resources team with recruiting and hiring. As a pivotal player, an Operations Manager helps companies identify problems, create strategies by analyzing information and processes, then presents their findings and solutions to leadership.

## Entrance Requirements

High school diploma or GED

## Type of Program

Day, evening or online

## Requirements for Completion

- To be eligible for graduation, students must earn a "C" or higher in all courses beginning with a prefix of BUS and MGT.
- Most courses are a prerequisite for another course in the program. Students must earn a "C" or higher in a prerequisite course before enrolling in higher-level courses.

## Employment Opportunities

Industry, Manufacturing

Visit our web page at <https://www.gvltec.edu/management/>.

## Recommended Program Schedule

Listed below is the ideal grouping of courses in order by semester. This plan assumes a full-time schedule. Note, however, that many variables can affect this plan, and not every course is offered every semester. Please see your advisor to map out your own personalized progression toward graduation.

**Note:** Please contact your advisor for recommended evening schedules.

### Preferred Sequence

First Semester		Hours
COL 111	E-Learning Success	1
CPT 170	Microcomputer Applications	3
ENG 101	English Composition I	3
MGT 101	Principles of Management	3
<b>Total Semester Hours</b>		<b>10</b>
Second Semester		Hours
MGT 220	Operations Management I	3
BUS 121	Business Law I	3
<b>Total Semester Hours</b>		<b>6</b>
Third Semester		Hours
MGT 221	Operations Management II	3
BUS 160	Fundamentals of Transportation and Logistics	3
<b>Total Semester Hours</b>		<b>6</b>
<b>Total Required Credit Hours</b>		<b>22</b>