

KAYSERİ UNIVERSITY BÜNYAN VOCATIONAL SCHOOL POSTAL SERVICES PROGRAM

Basic Field Competencies (Transportation Services, Academically Focused)			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	National Qualifications Framework For Higher Education In Turkey (Nqf-Hetr), Level 5 (Associate Degree Program)							
Knowledge	Corporate - Factual	1- Graduate students have basic theoretical and applied knowledge supported by textbooks, applications, tools and other resources, which contain information on subjects related to transportation.	AT		AT	AT				AT					AT	AT	AT	AT						1- To have basic theoretical and applied knowledge supported by textbooks containing current information in the field, application tools and other resources based on the qualifications gained at secondary education level.	Corporate - Factual	Knowledge				
		2- Graduate students have basic knowledge about mathematics, science and the application of these fields in transportation management.	A															A												
		3- Graduate students have the knowledge of basic engineering concepts related to the field of transportation / logistics.															A													
		4- Graduate students have basic theoretical and practical knowledge about the field in legal matters.														A			A					A						
		5- Graduate students have basic knowledge of international trade and business.				A																								
Skill	Cognitive Applied	1- Graduate students have the skills to use the basic theoretical and applied knowledge gained in the field of transportation at an advanced education level in the same field or in a field at the same level.											AT									AT		1- Gaining the skills to use the basic theoretical and applied knowledge acquired in the field at an advanced education level in the same field or in a field at the same level.	Cognitive Applied	Skill				
		2- Graduate students use the basic knowledge and skills acquired in the field of transportation, interprets and evaluates data, defines and analyzes problems and develops solutions based on evidence.						AT	AT	AT										AT	AT			2- To be able to interpret and evaluate data, define and analyze problems, and develop solutions based on evidence, using the basic knowledge and skills acquired in the field.						
		3- Lists the engineering problems and solutions defined in the field of transportation/logistics with a basic engineering perspective.															A													
		4- Uses modern technical equipment and tools required for an engineering application related to the field of transportation / logistics with additional technical training.											A	A									A							
		5- Makes technical drawing.															A													
		6- It has the linguistic, artistic and cultural accumulation required by the basic level of qualified manpower required in the field of transportation.			A		A		A																					
		7- Uses, analyzes and applies the basic knowledge and skills acquired in the field of transportation in the fields of community service.		A																										
		8- Repeats, interprets and evaluates engineering problems and solutions defined in the field with a basic engineering perspective.																A												
		9- Algorithmic thinker.																					A							
		10- Collects data for the examination of engineering problems related to transportation/logistics, presents and interprets the collected data.							A	A	A																			
Competence	Ability to Work Independently and Take Responsibility	1- Graduate students work and take responsibility in transportation, logistics and related engineering teams and individually.											AT								AT			1- Being able to independently carry out a basic level study related to the field.	Ability to Work Independently and Take Responsibility	Competence				
		2- Takes responsibility as a team worker to solve complex and unpredictable problems encountered in applications related to the field of transportation, works effectively in multi-disciplinary teams.												AT								AT					2- Being able to take responsibility as a team member to solve unpredicted complex problems encountered in applications related to the field.			

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		3- It carries out activities for the development of employees under its responsibility within the framework of a project carried out in the fields of transportation / logistics and related engineering.																					3- To be able to carry out activities for the development of the employees under his/her responsibility within the framework of a project.				
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Competence	Learning Competence	1- It evaluates the basic knowledge and skills acquired in the field of transportation with a critical approach with an active education philosophy, monitors the scientific and technological developments in the field, determines and meets the learning needs of the employees under its responsibility.																						1- To be able to critically evaluate the basic level of knowledge and skills acquired in the field, to identify and meet learning needs.	Learning Competence	Competence	
		2- Graduate students work effectively for the profession in both theoretical and applied fields and transportation circles.									AT		AT	AT										2- Being able to direct one's education to an advanced education level in the same field or to a profession of the same level.			
		3- Graduate students are open to learning in line with their professional needs and are prepared for an advanced level.																						AT			3- Gaining awareness of lifelong learning.
		4- Has a lifelong learning awareness; Develops effective access to correct and sufficient information by setting learning goals.												A										A			
Competence	Communication and Social Competence	1- Graduate students convey his/her thoughts with correct, effective and efficient communication tools at the level of basic knowledge and skills in the field of transportation.						AT																1- To be able to convey her thoughts through written and verbal communication at the level of basic knowledge and skills on the subjects related to her/his field	Communication and Social Competence	Competence	
		2- Has technical drawing skills and communicates technically in the field of transportation/logistics related engineering.				A																		2- To be able to share their thoughts and solutions to problems related to their field with experts and non-experts..			
		3- Graduate students share their thoughts on transportation/logistics-related engineering issues and their solutions to problems in this area with experts and non-experts.																									
		4- Follows the information in the field and communicates with colleagues by using a foreign language at least at the A2 General Level of the European Language Portfolio.																									3- To be able to follow the information in the field and communicate with colleagues by using a foreign language at least at the A2 General Level of the European Language Portfolio.
		5- Has basic practical and applied knowledge about information operating systems and directs this knowledge to the field of transportation.																									4- To be able to use information and communication technologies together with computer software at minimum European Computer License Basic Level required by the field.
Competence	Field Specific Competence	1- The graduate students have the awareness of customs, traditions, customs and ethical responsibility required by the profession.																						1- Having social, scientific, cultural and ethical values in the stages of collecting, applying and announcing the results of the data related to the field.	Field Specific Competence	Competence	
		2- Has awareness of observing professional ethics in transportation practices.																						2- To have sufficient awareness of the universality of social rights, social justice, quality and cultural values, environmental protection, occupational health and safety.			
		3- The management in transportation enterprises is conscious of workplace practices, employee health, environment and occupational safety, and is aware of the legal consequences of practices in these areas.																									

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A: It is related to the basic field competence

T: It is related to Nqf-Hetr

A T: It is related to both the basic field and Nqf-Hetr

1. Gains knowledge of how the accounting accounts used in PTT are made.
2. Learns the importance of human resources, how to make an interview and job application.
3. Have knowledge about the concepts that form the basis of their job.
4. Gains information about what the business means, the establishment stages of the business, which units it consists of and what types of businesses it is.
5. Demonstrates appropriate behavior on how to establish strong communication in the service industry.
6. Expresses the data in the current and past periods by arranging it with graphics.
7. The graduate student behaves in accordance with social, scientific, cultural and ethical values in the stages of collecting and applying the data related to the field and announcing the results.
8. The graduate student conveys his/her thoughts and suggestions at the level of knowledge and skills he/she has acquired in the field of Postal Services, both in writing and orally.
9. Uses a foreign language at a level that has command of effective communication techniques and can follow the innovations in the field. .
10. It aims to reach the knowledge and skills to do the job in the best way with the awareness of professional responsibility. .
11. Feels responsible for contributing to the development of scientific knowledge in the field in order to ensure professional development.
12. Uses information and communication technologies together with computer software at minimum European Computer License Basic Level required by the field of Postal Services.
13. In line with the requirements of the day, she/he has information about the manner and procedures of accepting, transporting and distributing all kinds of postal shipments, such as money order, check acceptance-payment and collection transactions.
14. Has information about the address and its components, address and numbering regulations, address writing standards, map and road information, urban and intercity transportation information, international road information, geographical information systems.
15. Makes applications about money transfer transactions and transfer of money transfers, explanations about ownership and responsibility, payment of transfers and identification, transfers that are special in payment and unpaid transfers.
16. Analyzes the requirements of the legislation regarding the size and limits of the cargo, the prohibitions in the cargo, the issues to be complied with and the packaging rules.
17. Takes responsibility as a team member in solving the events, facts and problems encountered or unpredicted in practice.
18. Critically evaluate the acquired knowledge and skills.
19. Be open to participation in programs for learning needs.
20. Have the ability to think about the solution of legal disputes encountered in commercial life.