



IQP

IQP - what is hidden behind this name?

IQP stands for International Qualifying Program which has been developed and designed for young, talented employees. As an international company with a global structure we depend on the quality and potential of our employees more than on anything else. We make it our business to create a framework in which people can do their best.

Increasing changes in technologies and markets mean that employees are needed who intend to adapt to challenges and situations and can foresee future trends.

With the IQP we are pleased to offer a practice-orientated seminar in which the participant's personal development and training are in the focus of attention. Basic business knowledge and behavioral skills will be trained in a very intensive way. The IQP sets great store by the combination of theoretical knowledge and the practical aspects of the topics. A main aspect of the program is the individual development of each participant's personality and skills.

By means of a mixture of potential analysis, self-study of compendia with a wide range of topics, training and job rotation the target of getting an advanced company-orientated training is guaranteed.

Joining this program means also meeting the company's world in an intensive way. With participants originating from various countries an international company network with a multi-cultural background will be established.

Program Outline

The complete program will last for one year. All the modules which are included in the IQP are as follows:

- **kick-off meeting**

The kick-off meeting will take place in the first quarter of a year and will last for one week. The meeting will be held in Germany.

- The team training will support the participants to build an intercultural team.



- The potential analysis determines the strengths and weaknesses of the individual participant and gives the first concrete data regarding each participant's skills and capabilities.
- With the feed-back the participants will receive an honest and reliable statement about their performance and recommendations of different ways of improvement.
- **job rotation**

In cooperation with the participant's coach a tailor-made job rotation program for the participant will be worked out. (This module will be part of the entire IQP.)

 - This module will offer the chance to receive a general overview of the internal processes and to gain a broad understanding of the freight forwarding and logistics business. Our suggestions of the main departments which are covered are as follows: Airfreight, Seaflight, Projects, Logistics, Sales/Marketing, EDP, Accounting/Finance.
 - We strongly suggest international transfer to other branches or even other countries if such cannot be met at the individual's home branch.
- **long-term task (LTT)**

During the kick-off meeting the participants will receive a task which they have to prepare for the summer seminar.

 - Participants should learn to deal with a complex and intercultural task and to work in a worldwide team. For this it is necessary to build an international network. The task itself will be one of current interest.
- **seminar**

The summer seminar will last for three weeks and will take place in the third quarter of a year in Germany.

 - The seminar will establish the connection between theory and practice.
 - The training of the personal skills includes communication, public speaking/visual presentation, leadership tools, time- and self-management.
 - In discussions with the company's managers the theoretical knowledge gained in marketing, sales, business administration, PR, finances, controlling and EDP will be linked up with the company's reality.
- **compendia**

The compendia will be sent to the participants at regular intervals between the kick-off meeting and the summer seminar. They are between 60 and 100 pages long and need to be studied in private. Each compendium includes a questionnaire which has to be answered in time.



- The compendia deals with the following topics: communication, marketing, sales, self-management/time based management, leadership tools, business administration, public speaking/visual presentation, management.

Benefits

By the end of the program participants will have

- increased their self-awareness and become more effective communicators
- a range of practical tools to help them understand people's motivation
- the ability to manage conflicting situations with greater confidence and success
- the expert feed-back on various aspects of their personal management style
- practical overview of all the marketing principles and sales techniques
- the ability to apply financial tools
- the idea how to make powerful business presentations in order to win support, persuade and sell their products or ideas to others
- experiences in networking and the understanding of intercultural issues

IQP Profile

As a potential candidate the participant should have been with the company for at least one year and their working experience in freight forwarding related business should not be under three years. If they are between 21-40 they will fit into the IQP team. The entire program is held in English. Therefore the participant should be able to read, speak and write English fluently. For the registration in the IQP an appraisal from the manager, supervisor or coach responsible is necessary.