

This is to certify that

Sorin Rotaru

Has achieved the following qualification:

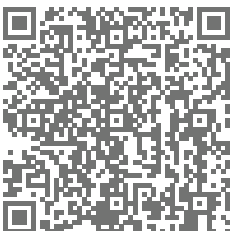
TQUK Level 3 Diploma in Business Administration (RQF)

Qualification Number: 601/4938/3

Awarded On: 18/08/2022

Certificate Number: 378-10341267-295516-20220817

Training Provider: Third Eye Communication



Andrew Walker
Responsible Officer of TQUK

Dunham House, Cross Street, Sale, M33 7HH
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UNIT TRANSCRIPT

TQUK Level 3 Diploma in Business Administration (RQF)

is awarded to:

Sorin Rotaru

having successfully completed the following units:

Unit Number	Unit Title	Credit(s)	Result
Y/506/1910	Communicate in a business environment	4	Pass
T/506/2952	Manage personal and professional development	3	Pass
Y/506/1941	Principles of administration	6	Pass
D/506/1942	Principles of business	10	Pass
R/506/1940	Principles of business communication and information	4	Pass
T/506/1879	Administer human resource records	3	Pass
L/506/1905	Employee rights and responsibilities	2	Pass
K/506/1944	Manage an office facility	4	Pass
F/506/2596	Principles of leadership and management	8	Pass
R/506/2909	Recruitment, selection and induction practice	6	Pass
D/506/1956	Resolve administrative problems	6	Pass
R/506/2151	Resolve customers' complaints	4	Pass



Andrew Walker
Managing Director of TQUK

Award Date:
18/08/2022

To accompany Certificate Number:
378-10341267-295516-20220817