

# A REWARDING JOURNEY

## NPTC ENGAGEMENT BUILDS PROFESSIONAL EXPERTISE AND IMPROVED JOB PERFORMANCE

In 2018, NPTC's Certified Transportation Professional® (CTP) program, now sponsored by J.J. Keller & Associates, will celebrate its 25th Anniversary in offering the only professional certification credential designed exclusively for private fleet practitioners, fleet managers and supplier/vendors alike.

With the Class of 2018 graduation at the Council's Annual Conference this spring, an estimated six dozen or so new CTPs will be awarded their certification credentials and join the ranks of nearly 1700 individuals since 1993 who have successfully completed the CTP program. With the new CTP Class, the total number of certified individuals registered with NPTC will be almost 700—a growth of approximate 76% since 2012.

These active CTPs are serving in a variety of management roles across a broad spectrum of industries and markets which make up the private fleet community. They are employed by Fleet and Allied/Supplier member companies which are the most actively engaged in NPTC programs and services.



## Seven Steps On Proven Path To CTP Success

- The first step begins with a thorough reading of the CTP Candidate Prospectus and submission of the CTP Eligibility Application. These materials outline the rules of administration which all candidates must follow, plus a summary of basic CTP qualification and recertification standards.
- Step two, after submitting the official CTP Eligibility Application, is registration for the Private Fleet Management Institute five-day training sessions held in January of each year, as well as a separate registration for the CTP Examination Prep Workshop which is a day-long event held just before the Institute begins. Although technically not prerequisites for certification, the Workshop and Institute are so highly regarded by reputation and experience that virtually all candidates elect to participate.
- Step three should begin immediately. This involves reading the entire CTP Resource Manual and Study Guide cover-to-cover before—and after—attending the Workshop and Institute. This downloadable document from NPTC's website is made available at no charge to all official CTP candidates. The Manual and Guide consist of five separate "books" of core subject matter topics which are taught at the Institute and tested on the CTP examination: operations; finance; safety; human resources/legal, and vehicle equipment and maintenance. These materials are constantly updated and refreshed with new content which ensures a curriculum that includes the most state-of-art standards and up-to-date best practices used by leading private fleets.
- Step four is showing up and being fully engaged for six straight days at the Workshop and Institute. The PFMI typically involves around 100 attendees and up to 20 subject matter expert faculty members who are all practicing private fleet managers and nearly all active CTPs. The Institute provides a series of lecture presentations, moderator-led discussion break-outs on best practices, structured networking activities, applied learning exercises, and team work on a major case study project followed by competitive group presentations.
- Step five is studying for and taking the CTP Examination. This requires a serious investment of time and cannot be taken lightly.
- Step six is to "walk" at the CTP Graduation Ceremony held in the spring at NPTC's Annual Conference, receive the official CTP Recognition Plaque and Lapel Pin, be part of the CTP Class Photo, and be officially authorized to add "CTP" after your name.
- The seventh and most important step is active, long-term participation in NPTC's culture of learning and networking. This engagement, which earns points for required recertification of the CTP credential every three years, is the stepping stone to a rewarding journey of career-enhancing professional expertise and improved job performance.



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