



Food Manufacture: Specialist Management Skills

Level 3

Awarded by **Scottish Qualifications Authority and Improve**

Accredited from 31/10/2007 to 31/12/2012

Group award number G8T1 23

Standards

This SVQ is based on standards developed by Improve. Improve draws its membership from the food industry.

This information sheet does not contain the elements for each unit. If you require further information on the National Occupational Standards please contact Improve on 0845 644 0448.

Structure of the SVQ

The way the SVQ is made up is shown below. The unit title appears in bold. Candidates must also complete 8 units to achieve award.

Mandatory units

Candidates must complete all of these units

F2JF 04

Communicate Effectively

7 Optional units

Candidates must also complete a minimum of 5 optional units from Group A

Group A

DR47 04

Develop and Implement Operational Plans for Your Area of Responsibility

DR67 04

Manage Your Own Resources and Professional Development

DR4A 04

Develop Productive Working Relationships with Colleagues

DR3Y 04

Allocate and Monitor the Progress and Quality of Work in Your Area of Responsibility

F2NY 04

Monitor Food Safety at Critical Control Points in Manufacture

D9RH 04

Enable Individual Learning Through Coaching

D9RJ 04

Enable Learning Through Demonstrations and Instruction

F2NE 04

Monitor and Maintain Required Standards of Conduct in Food Manufacture

DR7K 04

Recruit, Select and Keep Colleagues

F2MJ 04

Manage and Store Information

F2M3 04

Interpret and Communicate Information and Data in Food Manufacture

F2R2 04

Plan Production Schedules in Food Manufacture

F2NL 04

Monitor and Report on Production Progress in Food Manufacture

F2LB4

Diagnose and Solve Production Problems in Food Manufacture

F2J6 04

Carry Out Process Control of Production in Food Manufacture

F2RT 04
Produce Production Specifications in Food Manufacture

F2PY 04
Plan and Co-ordinate Bake-off Operations in Food Manufacture

F2PA 04
Start Up Plant and Equipment in Food Manufacture

F2P0 04
Shut Down Plant and Equipment in Food Manufacture

F2P9 04
Start Up Multi-stage Operations in Food Manufacture

F2NX 04
Shut Down Multi-stage Operations in Food Manufacture

F08T 04
Evaluate the Receipt of Payments from Customers

F2R0 04
Plan and Co-ordinate Food Services

F2NS 04
Set Up and Maintain Retail Operations in Food Manufacture

F2NW 04
Monitor Effectiveness of Retail Operations in Food Manufacture

F2NM 04
Set Up and Maintain Food Service Operations in Food Manufacture

F2NR 04
Monitor Effectiveness of Food Service Operations in Food Manufacture

D8X3 04
Plan How to Improve Your Sales and Marketing

D8WM 04
Improve Your Sales and Marketing

F2LX 04

Implement Business to Business Motivation Activity

F04M 04

Monitor and Solve Customer Service Problems

F2NC 04

Monitor and Evaluate Customer Service in Food Manufacture

Candidates can also complete up to 2 units from Group B

Group B

DR5J 04

Manage a Project

F2PK 04

Organise Planning and Review Meetings in Food Manufacture

F2P3 04

Monitor Product Quality in Food Manufacture

F2J9 04

Carry Out Sampling for Quality Control in Food Manufacture

F2JC 04

Carry Out Testing for Quality Control in Food Manufacture

F2N2 04

Monitor and Control Quality of Work Activities in Food Manufacture

F2NB 04

Monitor and Control Throughput to Achieve Targets in Food Manufacture

F2LW 04

Implement and Evaluate an Improvement Programme in Food Manufacture

F2J8 04

Carry Out Quality Audits in Food Manufacture

F2MS 04

Raise Food Safety Awareness in Manufacture

F2JH 04

Contribute to Continuous Improvement of Food Safety in Manufacture

F2JW 04
Control and Monitor Safe Supply of Raw Materials and Ingredients in Food Manufacture

D1V7 04
Monitor Procedures to Control Risks to Health and Safety

D1VA 04
Promote a Health and Safety Culture Within the Workplace

D1VB 04
Conduct an Assessment of Risks in the Workplace

F2MF 04
Maintain, Promote and Improve Environmental Good Practice in Food Manufacture

F2P1 04
Monitor Health, Safety and Environmental Systems in Food Manufacture

F2RX 04
Support Commissioning of Plant, Equipment and Processes in Food Manufacture

F2M8 04
Maintain Plant and Equipment in Food Manufacture

F2L8 04
Develop Test Samples in Food Manufacture

F2L5 04
Develop Product Specifications in Food Manufacture

F2PL 04
Organise the Receipt and Storage of Goods in Food Manufacture

F2NG 04
Monitor and Maintain Storage Conditions in Food Manufacture

F2P5 04
Monitor Stored Goods and Materials in Food Manufacture

F2NJ 04
Monitor and Maintain Storage Systems and Procedures in Food Manufacture

F2NP 04

Set Up and Maintain Picking and Packing Orders in Food Manufacture

F2NT 04

Monitor Effectiveness of Picking and Packing Operations in Food Manufacture

F2R3 04

Plan Resources to Meet Anticipated Demand for Products In Food Manufacture

F2P8 04

Monitor Wrapping and Labelling of Products in Food Manufacture

F2NK 04

Set Up and Maintain Despatch and Transport of Products in Food Manufacture

F2NN 04

Monitor Effectiveness of Despatch and Transport Operations in Food Manufacture

F2LF 04

Evaluate and Improve Production in Food Manufacture

F2JR 04

Contribute to Security Planning and Implementation in Food Manufacture

F2N9 04

Monitor and Control the Recovery of By-products and Waste Disposal in Food Manufacture

F2JJ 04

Contribute to Converting Livestock into Meat

F2N7 04

Monitor and Control the Recovery and Disposal of Meat Processing By-products

F2N0 04

Monitor and Control Meat and Poultry Processing

F2HC 04

Arrange Transport Scheduling for Delivery of Livestock in Food Manufacture

F2N5 04

Monitor and Control Reception of Livestock in Food Manufacture

F2M6 04

Maintain Lairage and Antemortem Facilities in food Manufacture

F2KB 04
Control Production of Bakery Products

F2KW 04
Design and Develop Specialist Individual Dough Based Products

F2MC 04
Produce Specialist Individual Dough Based Products

F2LH 04
Evaluate Specialist Individual Dough Based Products

F2KX 04
Design and Develop Specialist Individual Flour Confectionery Products

F2ME 04
Produce Specialist Individual Flour Confectionery Products

F2LJ 04
Evaluate Specialist Individual Flour Confectionery Products

F2JP 04
Contribute to Optimising Work Areas in Food Manufacture

F2N8 04
Resolve Production Problems in Food Manufacture

F2KC 04
Diagnose Production Problems in Food Manufacture

F2MX 04
Maximise Sales of Food Products in a Retail Environment

F2MN 04
Provide Information to Support Operational Plans in Food Manufacture

DR5C 04
Lead Change

DR6J 04
Plan Change

DR57 04

Implement Change

DR50 04

Ensure Compliance with Legal, Regulatory, Ethical and Social Requirements

DR6P 04

Promote Equality of Opportunity and Diversity in Your Area of Responsibility

DR7C 04

Provide Learning Opportunities for Colleagues

DR75 04

Provide Leadership in Your Area of Responsibility

DR5T 04

Manage Finance for Your Area of Responsibility

D8WA 04

Explore Markets Abroad

D8X1 04

Plan How to Develop the Business Using the Internet

F2KY 04

Develop a Business to Business Motivation Strategy and Plan

F2MK 04

Manage Business to Business Motivation Plans

F2L0 04

Develop and Organisation's Marketing Strategy

F2LA 04

Develop, Implement and Evaluate Quality Assurance Systems in Food Manufacture

F2LG 04

Evaluate and Improve Quality Assurance Systems in Food Manufacture

F2HA 04

Allocate Roles and Responsibilities for Food Safety Management in Manufacture

F2LY 04

Implement Controls to Manage Safe Food Sources and Products in Manufacture

F2HG 04

Assess Operations for Effectiveness and Compliance with Food Safety Standards in Manufacture

F2N6 04

Report on Compliance with Food Safety Requirements in Manufacture

F2HB 04

Analyse Food Safety Hazards and Risks in Manufacture

F2RL 04

Produce Action Plan to Control Food Safety Hazards and Risks in Manufacture

F2L3 04

Develop Policy and Guidelines to Manage Food Safety in Manufacture

F2L9 04

Develop Working Practices and Procedures to Manage Food Safety in Manufacture

F2L6 04

Develop Recording Procedures to Monitor Food Safety in Manufacture

F2ML 04

Provide Guidance on Food Safety Information

F2M1 04

Implement Systems for Food Safety Information

F2L4 04

Develop Policy and Practice to Manage Health, Safety and Environmental Systems in Food Manufacture

F2MM 04

Manage Commissioning and Handover of Plant and Equipment in Food Manufacture

F2L1 04

Develop and Manage Relationships with External Organisations in Food Manufacture

F2HH 04

Assess Production Requirements and Calculate Operational Costs in Food Manufacture

F2L7 04

Develop Specifications for Safe Sources and Supply of Raw Materials and Ingredients in Food Manufacture

F2L2 04
Develop Health, Safety and Environmental Management Systems in Food Manufacture

F2M0 04
Implement Health, Safety and Environmental Management Systems in Food Manufacture

F2S3 04
Undertake Market Research for Food Product Development

F2MP 04
Manage Production Trials in Food Manufacture

F2MG 04
Manage and Evaluate Production Performance in Food Manufacture

There may be publications available to support this SVQ. For more information, please contact:

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