

# Supply Chain Skills Level 3

## 1. Overview and Introduction to Supply Chain Skills Level 3 (SCQF Level 6)

The Scottish Vocational Qualification (SVQ) in Supply Chain Skills Level 3 (SCQF Level 6) is part of a suite of qualifications which are designed to provide candidates with the knowledge and skills that they will need for employment within the food and drink manufacturing sector.

This qualification is designed for candidates who are working in a supply chain role within the food and drink industry. It offers the opportunity to develop skills to enable individuals to be more proficient in supply chain operations ensuring efficiency, traceability and transparency. Effective supply chains ensure the right goods, in the right quantities, in the right condition, delivered to the right place, at the right time and at the right cost.



**This qualification is suitable for**

- Stores Team Leaders
- Distribution Supervisors
- Technicians
- Logistics Planners

This qualification can be tailored to suit specific business needs, covering topics such as: the receipt and storage of goods, despatch and transport of products, picking and packing operations, production performance and problem diagnosis and resolutions.



## 2. Qualification Content

- Supply Chain Skills Level 3 (SCQF Level 6)

### Award Structure:

Candidates must complete a minimum of 8 units (10 units if undertaking a Modern Apprenticeship) to successfully achieve a SVQ Level 3 certificate.

Candidates must complete 1 unit from Group A, a minimum of 4 units from Group B and any other 3 units from Groups A, B, or C.

Unit No	Unit Title	Unit Code
<b>Group A (a minimum of 1 unit)</b>		
3049	Monitor and maintain product quality in food and drink operations	H3GG 04
3076	Monitor health, safety and environmental systems in food manufacture	F2P1 04
3069	Monitor food safety at critical control points in manufacture	F2NY 04
<b>Group B (a minimum of 4 units)</b>		
3120	Organise the receipt and storage of goods and materials in a food environment	H3L1 04
3121	Monitor and maintain storage conditions in a food environment	H3KS 04
2082	Monitor stored goods and materials in a food environment	H3KT 04
3126	Monitor wrapping and labelling of products in a food environment	H3KV 04
3127	Set up and maintain despatch and transport of products in a food environment	H3KW 04
3128	Monitor effectiveness of despatch and transport operations in a food environment	H3KX 04
3124	Set up and maintain picking and packing orders in a food environment	H3YF 04
3125	Monitor effectiveness of picking and packing operations in a food environment	H3YG 04
3122	Monitor and maintain storage systems and procedures in a food environment	H3L2 04
<b>Group C</b>		
3065	Manage organisational change for achieving excellence in a food environment	H13N 04
3211	Monitor hygiene cleaning in food and drink operations	H3HE 04
3090	Manage commissioning and handover of plant and equipment in food manufacture	H3KY 04
3092	Maintain plant and equipment in food manufacture	F2M8 04
3053	Interpret and communicate information and data in food and drink operations	H3L0 04
3070	Contribute to continuous improvement of food safety in manufacture	F2JH 04
3072	Report on compliance with food safety requirements in manufacture	F2N6 04
3071	Control and monitor safe supply of raw materials and ingredients in food manufacture	F2JW 04
2062	Maintain, promote and improve environmental good practice in food manufacture	F2MF 04
3168	Manage production performance in food manufacture	H3H9 04
3169	Evaluate production performance in food manufacture	H3HA 04
3051	Monitor and control quality of work activities in food and drink operations	H3GJ 04
3180	Diagnose production problems in a food environment	H442 04
3156	Set up and maintain operations in retail food manufacture	H449 04
3181	Resolve production problems in a food environment	H443 04
<b>Group D</b>		
3080	Principles of sustainability in a food environment	H157 04
3082	Principles of waste minimisation in a food environment	H3GN 04
3060	Principles of continuous improvement techniques (Kaizen) in a food environment	H13J 04

## Core Skills (SCQF Level 5):

Candidates undertaking a Modern Apprenticeship Level 3 must also complete the following Core Skills as part of the MA Framework


- F42P 04: Working with Others
- F42F 04: Information and Communication Technology
- F42B 04: Numeracy
- F427 04: Communication
- F42K 04: Problem Solving

### 3. Benefits of the Qualification

This qualification provides food and drink businesses with an opportunity to develop good practices and understanding. It allows skills and knowledge to be developed in a wide variety of areas depending upon the type of business and products that apply. Topics covered may include procurement, logistics, transport, operations management, export/international trade.

### 4. Learning Content

This qualification develops the skills and knowledge required to be more proficient in supply chain operations. Factors that are in the spotlight as people increasingly want to know where their food is from and how it has been produced.



**Develop skills and  
knowledge to work  
efficiently in your  
day to day role**

## 5. How the learning is delivered

We use a Blended Learning approach suited to workplace learning on an individual basis or groups as required.


The Training Advisor will visit the candidate within the workplace on a regular basis to support, advise, guide and facilitate workshops and individual one to one learning and development; all visits are in the workplace so there is no need to release staff to college.

## 6. The Assessment Process

Assessment of this award will be through a series of theoretical and practical assessments or tasks and projects defined by a set of National Occupational Standards (NOS) developed by Improve Ltd (Sector Skills Council).

Methods of assessment can include:

- *observation*
- *discussion*
- *personal statements*
- *projects, testimonies*
- *supporting documentation.*



Each candidate  
will be appointed  
a dedicated  
Training Advisor

## 7. Engagement with Training Advisor

Each candidate will be appointed a dedicated Training Advisor. An Individual Training Plan will be drawn up and the units for delivery will be agreed by the candidate, employer and training advisor. Each visit date will be agreed and progress will be mapped in the form of progress reviews that will also detail work to complete for next visit, date of next visit and any feedback that either party wishes to convey.

The training advisor will also make each candidate aware of their contact details should they require any future information and guidance.

## National Food and Drink Training

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