

FDQ Level 3 SVQ in Food Manufacture

SPECIALIST MANAGEMENT SKILLS PATHWAY – G8ND 23

(8 units to be taken in total, one of which is mandatory)

Section C1 - Mandatory Unit

504	F/104/0019	Communicate effectively (CfA, SAS1)
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Section C2 - Optional Units (a minimum of 5 units)

Organisational Effectiveness

501	L/103/1598	Develop and implement operational plans for your area of responsibility (MSC, B1)
503	D/103/1587	Manage your own resources and professional development (MSC, A2)
506	L/103/1583	Develop productive working relationships with colleagues (MSC, D1)
512	D/103/1590	Allocate and monitor the progress and quality of work in your area of responsibility (MSC, D6)
531	J/104/0073	Monitor food safety at critical control points in manufacture

Workforce Development

510	R/101/2938	Enable Individual Learning through Coaching (ENTO, L12)
511	Y/101/2939	Enable Learning through Demonstrations and Instruction (ENTO, L11)
513	K/104/0129	Monitor and maintain required standards of conduct in food manufacture
514	A/103/1595	Recruit, select and keep colleagues (MSC, D3)

Production Management

516	T/104/0120	Manage and store information (CfA, SAS 4)
517	L/104/0074	Interpret and communicate information and data in food manufacture
560	L/104/0060	Plan production schedules in food manufacture
561	R/104/0061	Monitor and report on production progress in food manufacture
562	Y/104/0062	Diagnose and solve production problems in food manufacture
563	D/104/0063	Carry out process control of production in food manufacture
564	H/104/0064	Produce production specifications in food manufacture
565	F/104/0038	Plan and co-ordinate bake-off operations in food manufacture
566	K/104/0065	Start up plant and equipment in food manufacture
567	F/104/0055	Shut down plant and equipment in food manufacture
568	J/104/0056	Start up multi-stage operations in food manufacture
569	L/104/0057	Shut down multi-stage operations in food manufacture

Retail

572	F/103/7611	Evaluate the receipt of payments from customers (Skillsmart Retail C.309(P)/C.310(P))
574	J/104/0025	Plan and co-ordinate food services
588	L/104/0091	Set up and maintain retail operations in food manufacture
589	R/104/0092	Monitor effectiveness of retail operations in food manufacture
590	Y/104/0093	Set up and maintain food service operations in food manufacture
591	H/104/0128	Monitor effectiveness of food service operations in food manufacture

Sales & Marketing

518	Y/101/2942	Plan How To Improve Your Sales and Marketing (SFEDI, B1)
519	D/101/2943	Improve Your Sales and Marketing (SFEDI, B2)
520	H/103/9593	Implement business to business motivation activity (MSSSB, 4.7.3)
521	D/103/6790	Monitor and solve customer service problems (ICS, Unit 32)
522	Y/104/0076	Monitor and evaluate customer service in food manufacture

Section C3 - Specified Units (a maximum of 2 units)

502	J/103/1597	Manage a project
505	R/104/0075	Organise planning and review meetings in food manufacture (MSC 1997)

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523	D/104/0077	Monitor product quality in food manufacture
524	H/104/0078	Carry out sampling for quality control in food manufacture
525	K/104/0079	Carry out testing for quality control in food manufacture
526	D/104/0080	Monitor and control quality of work activities in food manufacture
527	H/104/0081	Monitor and control throughput to achieve targets in food manufacture
528	K/104/0082	Implement and evaluate an improvement programme in food manufacture
529	M/104/0083	Carry out quality audits in food manufacture
530	A/104/0023	Raise food safety awareness in manufacture
532	T/104/0084	Contribute to continuous improvement of food safety in manufacture
534	A/104/0085	Control and monitor safe supply of raw materials and ingredients in food manufacture
535	L/102/2433	Monitor Procedures to Control Risks to Health and Safety (ENTO, Unit B)
536	U1051772	Promote a Health and Safety Culture Within the Workplace (ENTO, Unit E)
537	U1051774	Conduct an Assessment of Risks in the Workplace (ENTO, Unit G)
538	F/104/0086	Maintain, promote and improve environmental good practice in food manufacture
541	J/104/0087	Monitor health, safety and environmental systems in food manufacture
542	T/104/0053	Support commissioning of plant, equipment and processes in food manufacture
543	A/104/0054	Maintain plant and equipment in food manufacture
545	L/104/0088	Develop test samples in food manufacture
547	R/104/0089	Develop product specifications in food manufacture
548	Y/104/0045	Organise the receipt and storage of goods in food manufacture
549	D/104/0046	Monitor and maintain storage conditions in food manufacture
550	M/104/0047	Monitor stored goods and materials in food manufacture
551	K/104/0048	Monitor and maintain storage systems and procedures in food manufacture
552	T/104/0036	Set up and maintain picking and packing orders in food manufacture
553	A/104/0037	Monitor effectiveness of picking and packing operations in food manufacture
554	M/104/0049	Plan resources to meet anticipated demand for products in food manufacture
555	M/104/0050	Monitor wrapping and labelling of products in food manufacture
556	K/104/0051	Set up and maintain despatch and transport of products in food manufacture
557	M/104/0052	Monitor effectiveness of despatch and transport operations in food manufacture
559	J/104/0090	Evaluate and improve production in food manufacture
570	R/104/0058	Contribute to security planning and implementation in food manufacture
571	Y/104/0059	Monitor and control the recovery of by-products and waste disposal in food manufacture
575	Y/104/0031	Contribute to converting livestock into meat
576	D/104/0032	Monitor and control the recovery and disposal of meat processing by-products
577	H/104/0033	Monitor and control meat and poultry processing
578	T/104/0070	Arrange transport scheduling for delivery of livestock in food manufacture
579	A/104/0071	Monitor and control reception of livestock in food manufacture
580	F/104/0072	Maintain lairage and antemortem facilities in food manufacture
581	R/104/0027	Control production of bakery products
582	A/104/0040	Design and develop specialist individual dough based products
583	F/104/0041	Produce specialist individual dough based products
584	J/104/0042	Evaluate specialist individual dough based products
585	L/104/0043	Design and develop specialist individual flour confectionery products
586	F/104/0069	Produce specialist individual flour confectionery products
587	R/104/0044	Evaluate specialist individual flour confectionery products
592	M/104/0066	Contribute to optimising work areas in food manufacture
593	T/104/0067	Resolve production problems in food manufacture
594	A/104/0068	Diagnose production problems in food manufacture
595	L/104/0026	Maximise sales of food products in a retail environment
701	H/104/0095	Provide information to support operational plans in food manufacture
702	H/103/1607	Lead change (MSC, C4)
703	M/103/1593	Plan change (MSC, C5)
704	T/103/1594	Implement change (MSC, C6)
705	J/103/1602	Ensure compliance with legal, regulatory, ethical and social requirements (MSC, B8)

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706	H/103/1591	Promote equality of opportunity and diversity in your area of responsibility (MSC, B11)
707	Y/103/1586	Provide learning opportunities for colleagues (MSC, D7)
708	H/103/1588	Provide leadership in your area of responsibility (MSC, B6)
709	L/103/1603	Manage finance for your area of responsibility (MSC, E2)
710	M/101/4485	Explore Markets Abroad (SFEDI, B3)
711	T/101/4486	Plan how to Develop the Business Using the Internet (SFEDI, B4)
712	Y/103/9591	Develop a business to business motivation strategy and plan (MSSSB, 4.7.1)
713	D/103/9592	Manage business to business motivation plans (MSSSB, 4.7.2)
714	K/103/9546	Develop an organisation's marketing strategy (MSSSB, 2.1.1)
715	K/104/0096	Develop, implement and evaluate quality assurance systems in food manufacture
716	M/104/0097	Evaluate and improve quality assurance systems in food manufacture
717	T/104/0098	Allocate roles and responsibilities for food safety management in manufacture
718	A/104/0099	Implement controls to manage safe food sources and products in manufacture
719	H/104/0100	Assess operations for effectiveness and compliance with food safety standards in manufacture
720	K/104/0101	Report on compliance with food safety requirements in manufacture
721	M/104/0102	Analyse food safety hazards and risks in manufacture
722	T/104/0103	Produce action plan to control food safety hazards and risks in manufacture
723	A/104/0104	Develop policy and guidelines to manage food safety in manufacture
724	F/104/0105	Develop working practices and procedures to manage food safety in manufacture
725	J/104/0106	Develop recording procedures to monitor food safety in manufacture
726	L/104/0107	Provide guidance on food safety information
727	R/104/0108	Implement systems for food safety information
728	Y/104/0109	Develop policy and practice to manage health, safety and environmental systems in food manufacture
729	L/104/0110	Manage commissioning and handover of plant and equipment in food manufacture
730	R/104/0111	Develop and manage relationships with external organisations in food manufacture
731	Y/104/0112	Assess production requirements and calculate operational costs in food manufacture
732	D/104/0113	Develop specifications for safe sources and supply of raw materials and ingredients in food manufacture
733	H/104/0114	Develop health, safety and environmental management systems in food manufacture
734	K/104/0115	Implement health, safety and environmental management systems in food manufacture
735	M/104/0116	Undertake market research for food product development
736	T/104/0117	Manage production trials in food manufacture
737	A/104/0118	Manage and evaluate production performance in food manufacture