

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 10 units (if undertaking a Modern Apprenticeship) to successfully achieve a SVQ Level 3 certificate.

Unit Title
Group A (a minimum of 1 unit)
Monitor food safety at critical control points in manufacture
Monitor health, safety and environmental systems in food manufacture
Monitor and maintain product quality in food and drink operations
Group B (a minimum of 4 units)
Organise the receipt and storage of goods in food and drink operations
Monitor and maintain storage conditions in food and drink operations
Monitor stored goods and materials in food and drink operations
Monitor and maintain storage systems and procedures in food and drink operations
Set up and maintain picking and packing orders in food and drink operations
Monitor effectiveness of picking and packing operations in food and drink operations
Monitor wrapping and labelling of products in food and drink operations
Set up and maintain despatch and transport of products in food and drink operations
Monitor effectiveness of despatch and transport operations in food and drink operations
Group C (a maximum of 3 units)
Manage organisational change and improvement in food operations
Monitor hygiene cleaning in food and drink operations
Manage commissioning and handover of plant and equipment in food manufacture
Maintain plant and equipment in food manufacture
Interpret and communicate information and data in food and drink operations
Control and monitor energy efficiency in a food environment
Contribute to continuous improvement of food safety in food and drink operations
Report on food safety compliance in food and drink operations
Control and monitor safe supply of raw materials and ingredients in food and drink operations
Maintain, promote and improve environmental good practice in food manufacture
Manage production performance in food and drink operations
Evaluate production performance in food and drink operations
Contribute to optimising work areas in food and drink operations
Diagnose production problems in food and drink operations
Resolve production problems in food and drink operations
Monitor and control quality of work activities in food and drink operations
Set up and maintain operations in food and drink retail manufacture
Maximise sales of food and drink products in a retail environment

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

Unit 2, Halbeath Interchange Business Park, Kingseat Road, Halbeath, KY11 8RY

Email: apprenticeship@nfdt.org | Telephone 01383 661555 | www.nfdt.org

