

5546-64

**City &
Guilds**
Believe you can

EMPLOYABILITY SKILLS

SKILLS FOR WORKING IN THE

HOSPITALITY AND CATERING

INDUSTRY

CITYANDGUILDS.COM

Employability Skills – Skills for Work Qualifications

Why?

- Our market research engaged with over 250 employers, training providers and FE Colleges showed that most employers and providers are already delivering or exploring delivery of traineeships.
- Employers and providers told us that learners increasingly require tailored learning to the specific Skills for Work in industry.
- Effective support for learners returning to work requires contextualised and bespoke learning tailored to support work experience or placements, literacy and numeracy learning.
- The delivery needs of employer's, independent training providers, FE Colleges, Prison's and Social enterprises have been focused on flexibility in duration and content.

What are Employability - Skills for Work qualifications?

- City & Guilds is improving learning and support in the secondary and tertiary sectors for learners who are embarking on their first experience of work as part of a **Traineeship** or for the **unemployed** returning to work by developing new vocationally focused qualifications:

Skills for Working in the Retail Industry
Skills for Working in the Construction Industry
Skills for Working in the Hospitality & Catering Industry
Skills for Working in the Health Care, Adult Care and Child Care Sectors

- The new vocationally focused learning will introduce learners to popular industry sectors and equip them with the appropriate skills and knowledge to perform well in job applications and interviews.
- Skills for Work qualifications also address the values, principles, skills and attitudes for working in different vocational sectors and are designed to meet Traineeship and Work Programme requirements and get learners working from day one.
- Designed for flexible programme delivery with multiple qualifications sizes to suit Training Provider's, FE College's and Prison's on its own or as part of a Traineeship.
- We're also interested in hearing from any centres interested in developing further traineeships and support for getting the unemployed into work in other vocational sectors.

Assessment

Skills for Working in the Hospitality & Catering Industry

- Portfolio of Evidence - Puts the centre in complete control – candidates assessed as soon as they're ready. Flexible and supportive quality assurance model.
- Assignments – allow the learner to demonstrate practical skills where necessary. They are set by City & Guilds and marked by the centre.

The Skills for Work qualifications will be available from **October 2015**

Level 1 Award for Skills for Employment in the Hospitality Industry

Structure

To achieve the **Level 1 Award for Skills for Employment in the Hospitality Industry (QAN: 601/7409/2)** learners must achieve:

A minimum of 8 credits in total.

2 credits from the **Mandatory Group** plus 6 credits from **Optional Group A**.

Level 1 Award for Skills for Employment in the Hospitality Industry					
UAN	City & Guilds unit number	Unit title	Unit Links	Credit Value	GLH
Mandatory					
M/502/4894	5546-490	Introduction to the Hospitality Industry	7107-101	2	20
Optional Group A					
F/501/6878	5546-401	Planning for progression		3	20
T/506/2708	5546-402	Managing personal finance		3	20
K/501/6891	5546-403	Work-based experience		3	20
R/506/2702	5546-404	Effective communication		2	13
A/501/6880	5546-405	Career planning and making applications		3	24
K/505/4654	5546-407	Interview skills		3	18
J/506/2731	5546-408	Searching for a job		2	20
F/505/4658	5546-409	Career progression		2	16
L/506/2732	5546-410	Keeping safe		3	26
L/505/4663	5546-411	Working as part of a team		3	25
A/505/4660	5546-413	Safe learning in the workplace		4	23
A/506/2709	5546-414	Preparing for work		2	12
F/505/4661	5546-415	Building working relationships in the workplace		2	17
L/506/3136	5546-417	Investigating rights and responsibilities at work		2	17
J/505/4659	5546-419	Enterprise activity - producing a product or service		3	23
Y/505/4665	5546-420	Undertaking work placement		3	14
A/501/6894	5546-426	Contributing to a team		3	20
J/506/2664	5546-427	Recognising employment opportunities		2	12

**Optional
Group A
(Continued)**

J/506/2700	5546-428	Business and customer awareness		1	7
Y/506/2698	5546-429	Alternatives to paid work		2	11
M/506/2786	5546-430	Dealing with problems		1	10
L/506/2701	5546-431	Developing personal confidence		1	10
T/506/2711	5546-432	Understanding assertive behaviour		1	10
R/506/2733	5546-433	Coping with change		2	20
R/505/4664	5546-434	Interpersonal relationships		2	14
D/506/2699	5546-435	Awareness of equality and diversity		2	17
F/600/7804	5546-436	Valuing equality and diversity		2	16
D/506/2704	5546-439	Environmental awareness		2	12
L/501/6883	5546-441	Rights and responsibilities in the workplace		3	20
T/506/2787	5546-442	Introduction to alcohol awareness		3	30
K/506/2706	5546-443	Introduction to decision-making		1	9
M/506/2707	5546-444	Introduction to drug awareness		2	12
F/506/2789	5546-446	Using materials and equipment for a practical		1	10
Y/506/6234	5546-448	Awareness of stress and stress management		3	30
L/506/8126	5546-449	Understanding conflict at work		1	6
R/506/8127	5546-450	Understanding personal finance for employment		2	12
L/507/0295	5546-462	Applying for a job		2	16

Level 1 Certificate for Skills for Working in the Food Service Industry

Structure

To achieve the **Level 1 Certificate for Skills for Working in the Food Service Industry (QAN: 601/7410/9)** learners must achieve:

A minimum of 18 credits in total.

7 credits from the **Mandatory Group** plus 11 credits from **Optional Group A**.

Level 1 Certificate for Skills for Working in the Food Service Industry					
UAN	City & Guilds unit number	Unit title	Unit Links	Credit Value	GLH
Mandatory					
M/502/4894	5546-490	Introduction to the Hospitality Industry	7107-101	2	20
M/507/5148	5546-491	Health and safety in catering	New	1	10
M/507/5151	5546-492	Food safety awareness	New	1	10
K/502/4957	5546-493	Food service	7107-103	3	30
Optional Group A					
F/501/6878	5546-401	Planning for progression		3	20
T/506/2708	5546-402	Managing personal finance		3	20
K/501/6891	5546-403	Work-based experience		3	20
R/506/2702	5546-404	Effective communication		2	13
A/501/6880	5546-405	Career planning and making applications		3	24
K/505/4654	5546-407	Interview skills		3	18
J/506/2731	5546-408	Searching for a job		2	20
F/505/4658	5546-409	Career progression		2	16
L/506/2732	5546-410	Keeping safe		3	26
L/505/4663	5546-411	Working as part of a team		3	25
A/505/4660	5546-413	Safe learning in the workplace		4	23
A/506/2709	5546-414	Preparing for work		2	12
F/505/4661	5546-415	Building working relationships in the workplace		2	17
L/506/3136	5546-417	Investigating rights and responsibilities at work		2	17

**Optional
Group A
(Continued)**

J/505/4659	5546-419	Enterprise activity - producing a product or service		3	23
Y/505/4665	5546-420	Undertaking work placement		3	14
A/501/6894	5546-426	Contributing to a team		3	20
J/506/2664	5546-427	Recognising employment opportunities		2	12
J/506/2700	5546-428	Business and customer awareness		1	7
Y/506/2698	5546-429	Alternatives to paid work		2	11
M/506/2786	5546-430	Dealing with problems		1	10
L/506/2701	5546-431	Developing personal confidence		1	10
T/506/2711	5546-432	Understanding assertive behaviour		1	10
R/506/2733	5546-433	Coping with change		2	20
R/505/4664	5546-434	Interpersonal relationships		2	14
D/506/2699	5546-435	Awareness of equality and diversity		2	17
F/600/7804	5546-436	Valuing equality and diversity		2	16
D/506/2704	5546-439	Environmental awareness		2	12
L/501/6883	5546-441	Rights and responsibilities in the workplace		3	20
T/506/2787	5546-442	Introduction to alcohol awareness		3	30
K/506/2706	5546-443	Introduction to decision-making		1	9
M/506/2707	5546-444	Introduction to drug awareness		2	12
F/506/2789	5546-446	Using materials and equipment for a practical		1	10
Y/506/6234	5546-448	Awareness of stress and stress management		3	30
L/506/8126	5546-449	Understanding conflict at work		1	6
R/506/8127	5546-450	Understanding personal finance for employment		2	12
L/507/0295	5546-462	Applying for a job		2	16

Level 1 Certificate for Skills for Working in the Professional Cookery Industry

Structure

To achieve the **Level 1 Certificate for Skills for Working in the Professional Cookery Industry (QAN: 601/7411/0)** learners must achieve:

A minimum of 18 credits in total.

7 credits from the **Mandatory Group** plus 11 credits from **Optional Group A**.

Level 1 Certificate for Skills for Working in the Professional Cookery Industry					
UAN	City & Guilds unit number	Unit title	Unit Links	Credit Value	GLH
Mandatory					
M/502/4894	5546-490	Introduction to the Hospitality Industry	7107-101	2	20
M/507/5148	5546-491	Health and safety in catering	New	1	10
M/507/5151	5546-492	Food safety awareness	New	1	10
K/502/5042	5546-494	Basic food preparation and cooking	7107-106	3	30
Optional Group A					
F/501/6878	5546-401	Planning for progression		3	20
T/506/2708	5546-402	Managing personal finance		3	20
K/501/6891	5546-403	Work-based experience		3	20
R/506/2702	5546-404	Effective communication		2	13
A/501/6880	5546-405	Career planning and making applications		3	24
K/505/4654	5546-407	Interview skills		3	18
J/506/2731	5546-408	Searching for a job		2	20
F/505/4658	5546-409	Career progression		2	16
L/506/2732	5546-410	Keeping safe		3	26
L/505/4663	5546-411	Working as part of a team		3	25
A/505/4660	5546-413	Safe learning in the workplace		4	23
A/506/2709	5546-414	Preparing for work		2	12
F/505/4661	5546-415	Building working relationships in the workplace		2	17

**Optional
Group A
Continued**

L/506/3136	5546-417	Investigating rights and responsibilities at work		2	17
J/505/4659	5546-419	Enterprise activity - producing a product or service		3	23
Y/505/4665	5546-420	Undertaking work placement		3	14
A/501/6894	5546-426	Contributing to a team		3	20
J/506/2664	5546-427	Recognising employment opportunities		2	12
J/506/2700	5546-428	Business and customer awareness		1	7
Y/506/2698	5546-429	Alternatives to paid work		2	11
M/506/2786	5546-430	Dealing with problems		1	10
L/506/2701	5546-431	Developing personal confidence		1	10
T/506/2711	5546-432	Understanding assertive behaviour		1	10
R/506/2733	5546-433	Coping with change		2	20
R/505/4664	5546-434	Interpersonal relationships		2	14
D/506/2699	5546-435	Awareness of equality and diversity		2	17
F/600/7804	5546-436	Valuing equality and diversity		2	16
D/506/2704	5546-439	Environmental awareness		2	12
L/501/6883	5546-441	Rights and responsibilities in the workplace		3	20
T/506/2787	5546-442	Introduction to alcohol awareness		3	30
K/506/2706	5546-443	Introduction to decision-making		1	9
M/506/2707	5546-444	Introduction to drug awareness		2	12
F/506/2789	5546-446	Using materials and equipment for a practical		1	10
Y/506/6234	5546-448	Awareness of stress and stress management		3	30
L/506/8126	5546-449	Understanding conflict at work		1	6
R/506/8127	5546-450	Understanding personal finance for employment		2	12
L/507/0295	5546-462	Applying for a job		2	16