

CATERING			
Staff in catering services work in kitchens, restaurants and food preparation areas in a range of healthcare settings. Catering support workers, cooks, catering managers and all those involved in preparing and serving food for patients and staff are a vital part of the healthcare team. The food they prepare and serve is important for patient recovery and also promotes healthy lifestyles and wellbeing for staff.			
SCQF Level	Example roles	Required Learning	Specialist Qualifications
<b>11</b>	Director		
	Head of Facilities		
<b>10</b>	General Manager; Asst. Director		
<b>9</b>	Facilities/SSMs (Multi-discipline/ Service); Area Lead/Catering	Health and Safety	
		<ul style="list-style-type: none"> <li>▶ <u>Advanced Food Hygiene</u></li> <li>▶ <u>HACCP Advanced</u></li> </ul>	
<b>8</b>	Catering Manager	Health and Safety	
	Assistant Catering Manager; Head Cook/Kitchen Superintendent	<ul style="list-style-type: none"> <li>▶ <u>Advanced Food Hygiene</u></li> <li>▶ <u>HACCP Intermediate</u></li> </ul>	▶ <u>HND Professional Cookery</u>
<b>7</b>	Assistant Head Cook; Assistant Manager;	▶ <u>Advanced Food Hygiene</u>	▶ <u>HNC Professional Cookery</u>
		▶ <u>Elementary Health and Safety</u>	
<b>6</b>	Cook; Senior Supervisor	▶ <u>Intermediate Food Hygiene</u>	▶ <u>SVQ Professional Cookery at SCQF level 6</u>
		▶ <u>Elementary Health and Safety</u>	▶ <u>NC Professional Cookery</u>
			▶ <u>MA Hospitality (Prof Cookery) at SCQF level 6</u>
<b>5</b>	Trainee Cook; Supervisor/Team Leader	▶ <u>Intermediate Food Hygiene</u>	▶ <u>SVQ Food Production &amp; Cooking at SCQF level 5</u>
		▶ <u>Elementary Health and Safety</u>	▶ <u>SVQ Professional Cookery at SCQF level 5</u>
			▶ <u>SVQ Kitchen Services at SCQF level 5</u>
			▶ <u>NC Professional Cookery</u>
			▶ <u>MA Hospitality at SCQF level 5</u>
<b>4</b>	Trainee Cook; Catering Assistant (Stores) & (General)	▶ <u>Elementary Food Hygiene</u>	▶ <u>SVQ Food Prep &amp; Cooking at SCQF level 4</u>
			▶ <u>NC Hospitality</u>
		Catering Workbook	

TRANSFERABLE	MANAGEMENT
Transferable qualifications are relevant for all jobs in Estates and Facilities and support you to move from one job family to another.	General management qualifications that are relevant to all roles and develop skills in team leadership and management
Transferable Qualifications	General Leadership & Management Qualifications
<ul style="list-style-type: none"> <li>▶ <u>MBA Facilities Management</u></li> <li>▶ <u>MSc Facilities Management</u></li> </ul>	<ul style="list-style-type: none"> <li>▶ <u>PDA in Strategic Leadership</u></li> <li>▶ <u>SVQ Management at SCQF level 11</u></li> </ul>
▶ <u>BA Hons Facilities Management</u>	<ul style="list-style-type: none"> <li>▶ <u>SVQ Management at SCQF level 9</u></li> <li>▶ <u>PDA in Project and Business Processes</u></li> <li>▶ <u>PDA In Leading Change</u></li> <li>▶ <u>PDA in Decision Making and Innovation</u></li> </ul>
▶ <u>BA Facilities Management</u>	<ul style="list-style-type: none"> <li>▶ <u>PDA in Planning and Implementing Change</u></li> <li>▶ <u>PDA in Organisational Leadership at SCQF level 9</u></li> <li>▶ <u>ILM Leadership and Management</u></li> </ul>
<ul style="list-style-type: none"> <li>▶ <u>PDA in Internal Verification of Workplace Assessment (L&amp;D11)</u></li> <li>▶ <u>Foundation Degree Facilities Management</u></li> <li>▶ <u>HND Hospitality Management</u></li> <li>▶ <u>PDA Workplace Assessment Using Direct &amp; Indirect Methods (LD9DI) at SCQF level 8</u></li> </ul>	<ul style="list-style-type: none"> <li>▶ <u>PDA in Leadership</u></li> <li>▶ <u>PDA in Project Management</u></li> <li>▶ <u>PDA in Leadership and Change</u></li> <li>▶ <u>PDA Managing Self and Others</u></li> <li>▶ <u>Diploma in Management and Leadership</u></li> </ul>
<ul style="list-style-type: none"> <li>▶ <u>HNC Facilities Management at SCQF level 7</u></li> <li>▶ <u>SVQ Facilities Management at SCQF level 7</u></li> <li>▶ <u>MA Hospitality (Supervision &amp; Leadership) at SCQF level 7</u></li> <li>▶ <u>University Cert. Facilities Management</u></li> <li>▶ <u>MA Healthcare Support (N/C) at SCQF level 7</u></li> </ul>	<ul style="list-style-type: none"> <li>▶ <u>SVQ Management at SCQF level 7</u></li> <li>▶ <u>PDA Managing Self and Others</u></li> <li>▶ <u>HNC Management and Leadership</u></li> <li>▶ <u>PDA in Managing Self and Work of Others</u></li> <li>▶ <u>PDA in Managing Resources and Quality</u></li> </ul>
<ul style="list-style-type: none"> <li>▶ <u>SVQ Healthcare Support (Non clinical) at SCQF level 6</u></li> <li>▶ <u>MA Healthcare Support (N/C) at SCQF level 6</u></li> <li>▶ <u>NPA PC Advanced Passport at SCQF level 6</u></li> <li>▶ <u>PDA Workplace Assessment Using Direct &amp; Indirect Methods (LD9DI) at SCQF level 8</u></li> </ul>	<ul style="list-style-type: none"> <li>▶ <u>SVQ Facilities Management at SCQF level 7</u></li> <li>▶ <u>MA Hospitality (Supervision &amp; Leadership) at SCQF level 7</u></li> <li>▶ <u>HNC Facilities Management at SCQF level 7</u></li> </ul>
<ul style="list-style-type: none"> <li>▶ <u>SVQ Customer Service at SCQF level 5</u></li> <li>▶ <u>SVQ Facilities Services at SCQF level 5</u></li> <li>▶ <u>MA Facilities Services at SCQF level 5</u></li> <li>▶ <u>NPA PC Passport</u></li> </ul>	<ul style="list-style-type: none"> <li>▶ <u>SVQ Healthcare Support (non-clinical) at SCQF level 6</u></li> <li>▶ <u>MA Healthcare Support (non-clinical) at SCQF level 6</u></li> <li>▶ <u>NPA PC Advanced Passport at SCQF level 6</u></li> </ul>
<ul style="list-style-type: none"> <li>▶ <u>SVQ Hospitality Services at SCQF level 4</u></li> <li>▶ <u>NPA PC Passport</u></li> </ul>	<ul style="list-style-type: none"> <li>▶ <u>SVQ Team Leading at SCQF level 5</u></li> <li>▶ <u>ILM Leadership and Team Skills</u></li> </ul>
<ul style="list-style-type: none"> <li>▶ <u>SVQ Customer Service at SCQF level 4</u></li> </ul>	

DOMESTIC AND HOUSEKEEPING

Across NHSScotland, more than 10,000 people work in domestic and housekeeping services. The main work of domestic and housekeeping staff includes maintaining the cleanliness of the building itself and of the furnishings and equipment in it. Their role is also vital in helping to prevent and control the spread of healthcare-associated infection (HAI)

SCQF Level	Example roles	Required Learning	Specialist Qualifications
<b>11</b>	Director		
	Head of Facilities		
<b>10</b>	Manager (multiple service/sites)		
<b>9</b>	Facilities SSMS (Multi-discipline/Service) Area Lead/ Head of Domestic Services	Health and Safety	
<b>8</b>	Domestic Manager Housekeeping Operations Manager	Health and Safety	<ul style="list-style-type: none"> <li>PDA Accommodation Management</li> </ul>
<b>7</b>	Assistant Domestic Services Manager Deputy Domestic Manager Assistant SSM Senior Supervisor	Domestic Supervisor Development Programme	
<b>6</b>	Domestic Supervisor Shift Leader Team Leader	Domestic Supervisor Development Programme	
<b>5</b>	Domestic Chargehand Housekeeper (patient related duties) Domestic Assistant Housekeeper Support Services Assistant	Domestic Workbook Cert Food Hygiene	<ul style="list-style-type: none"> <li>SVQ Cleaning &amp; Support Services at SCQF level 5</li> </ul>
			<ul style="list-style-type: none"> <li>SVQ Housekeeping at SCQF level 5</li> </ul>
			<ul style="list-style-type: none"> <li>SVQ Hospitality Services at SCQF level 5</li> </ul>
			<ul style="list-style-type: none"> <li>MA Hospitality at SCQF level 5</li> </ul>
<b>4</b>	Domestic Assistant (general cleaning) Support Services Assistant	Domestic Workbook	<ul style="list-style-type: none"> <li>SVQ Cleaning &amp; Support Services at SCQF level 4</li> </ul>
			<ul style="list-style-type: none"> <li>SVQ Accommodation Services at SCQF level 4</li> </ul>
			<ul style="list-style-type: none"> <li>NC Hospitality</li> </ul>

Decontamination Services - A Framework to support staff development in the decontamination of reusable medical devices within local, endoscopy and central decontamination units is now available. This is based on levels 2 - 8 of the NHS Career Framework for Health and includes indicative SCQF levels and suggested mapping against the core dimensions of the NHS Knowledge & Skills Framework.

TRANSFERABLE

Transferable qualifications are relevant for all jobs in Estates and Facilities and support you to move from one job family to another.

Transferable Qualifications	General Leadership & Management Qualifications
<ul style="list-style-type: none"> <li>MBA Facilities Management</li> <li>MSc Facilities Management</li> </ul>	<ul style="list-style-type: none"> <li>PDA in Strategic Leadership</li> <li>SVQ Management at SCQF level 11</li> </ul>
<ul style="list-style-type: none"> <li>BA Hons Facilities Management</li> </ul>	<ul style="list-style-type: none"> <li>SVQ Management at SCQF level 9</li> <li>PDA in Project and Business Processes</li> <li>PDA In Leading Change</li> <li>PDA in Decision Making and Innovation</li> <li>PDA in Planning and Implementing Change</li> <li>PDA in Organisational Leadership at SCQF level 9</li> <li>ILM Leadership and Management</li> </ul>
<ul style="list-style-type: none"> <li>BA Facilities Management</li> </ul>	<ul style="list-style-type: none"> <li>SVQ Management at SCQF level 9</li> <li>PDA in Project and Business Processes</li> <li>PDA In Leading Change</li> <li>PDA in Decision Making and Innovation</li> <li>PDA in Planning and Implementing Change</li> <li>PDA in Organisational Leadership at SCQF level 9</li> <li>ILM Leadership and Management</li> </ul>
<ul style="list-style-type: none"> <li>PDA in Internal Verification of Workplace Assessment (L&amp;D11)</li> <li>Foundation Degree Facilities Management</li> <li>HND Hospitality Management</li> <li>PDA Workplace Assessment Using Direct &amp; Indirect Methods (LD9DI) at SCQF level 8</li> </ul>	<ul style="list-style-type: none"> <li>PDA in Leadership</li> <li>PDA in Project Management</li> <li>PDA in Leadership and Change</li> <li>PDA Managing Self and Others</li> <li>Diploma in Management and Leadership</li> </ul>
<ul style="list-style-type: none"> <li>HNC Facilities Management at SCQF level 7</li> <li>SVQ Facilities Management at SCQF level 7</li> <li>MA Hospitality (Supervision &amp; Leadership) at SCQF level 7</li> <li>University Cert. Facilities Management</li> <li>MA Healthcare Support (N/C) at SCQF level 7</li> <li>HNC Hospitality</li> <li>SVQ Healthcare Support (N/C) at SCQF level 7</li> <li>MA Facilities Management at SCQF level 7</li> <li>SVQ Hospitality Supervision &amp; Leadership at SCQF level 7</li> <li>PDA Workplace Assessment Using Direct &amp; Indirect Methods (LD9DI) at SCQF level 8</li> </ul>	<ul style="list-style-type: none"> <li>SVQ Management at SCQF level 7</li> <li>PDA Managing Self and Others</li> <li>HNC Management and Leadership</li> <li>PDA in Managing Self and Work of Others</li> <li>PDA in Managing Resources and Quality</li> </ul>
<ul style="list-style-type: none"> <li>SVQ Healthcare Support (Non clinical) at SCQF level 6</li> <li>MA Healthcare Support (N/C) at SCQF level 6</li> <li>NPA PC Advanced Passport at SCQF level 6</li> <li>PDA Workplace Assessment Using Direct &amp; Indirect Methods (LD9DI) at SCQF level 8</li> <li>SVQ Facilities Management at SCQF level 7</li> <li>MA Hospitality (Supervision &amp; Leadership) at SCQF level 7</li> <li>HNC Facilities Management at SCQF level 7</li> </ul>	<ul style="list-style-type: none"> <li>PDA in Management</li> <li>ILM Leadership and Management</li> <li>ILM Leadership and Team Skills</li> <li>SVQ Management at SCQF Level 7</li> </ul>
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<ul style="list-style-type: none"> <li>SVQ Hospitality Services at SCQF level 4</li> <li>NPA PC Passport</li> </ul>	<ul style="list-style-type: none"> <li>SVQ Customer Service at SCQF level 4</li> </ul>

For a more detailed explanation of the work-related qualifications listed within the pathway e.g. NPA, SVQ, HNC/HND, NC and PDA please refer to The NHS Education for Scotland publication **The Well Qualified Workforce**.

LAUNDRY AND LINEN

Staff working in this area of the service are responsible for maintaining bedding, clothing and soft furnishings.

SCQF Level	Example roles	Required Learning	Specialist Qualifications
<b>11</b>	Director		
	Head of Facilities		
<b>10</b>			
<b>9</b>	Facilities/SSMs (Multi-discipline/Service) Area Lead/Head of Service	Health and Safety	
<b>8</b>	Laundry Manager	Health and Safety	
<b>7</b>	Production Officer; Assistant Manager		
<b>6</b>	Superintendent; Supervisor (Laundry & Sewing Rooms)		
<b>5</b>	Linen Room Assistant/Monitor		<ul style="list-style-type: none"> <li>SVQ in Textile Care Services at SCQF level 5</li> <li>MA Fashion and Textile Heritage at SCQF level 5</li> </ul>
	Linen Services Driver; Sewing Room Assistant	<b>Driver:</b> LGV Licence for larger vehicles; Driver Certificate of Professional Competence ADR Awareness  <b>Sewing Room:</b> Linen Workbook	
<b>4</b>	Laundry Assistant	Linen Workbook	<ul style="list-style-type: none"> <li>SVQ in Textile Care Services at SCQF level 5</li> </ul>

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TRANSFERABLE

Transferable qualifications are relevant for all jobs in Estates and Facilities and support you to move from one job family to another.

Transferable Qualifications	General Leadership & Management Qualifications
<ul style="list-style-type: none"> <li>MBA Facilities Management</li> <li>MSc Facilities Management</li> </ul>	<ul style="list-style-type: none"> <li>PDA in Strategic Leadership</li> <li>SVQ Management at SCQF level 11</li> </ul>
<ul style="list-style-type: none"> <li>BA Hons Facilities Management</li> </ul>	<ul style="list-style-type: none"> <li>SVQ Management at SCQF level 9</li> <li>PDA in Project and Business Processes</li> <li>PDA In Leading Change</li> <li>PDA in Decision Making and Innovation</li> <li>PDA in Planning and Implementing Change</li> <li>PDA in Organisational Leadership at SCQF level 9</li> <li>ILM Leadership and Management</li> </ul>
<ul style="list-style-type: none"> <li>BA Facilities Management</li> </ul>	<ul style="list-style-type: none"> <li>SVQ Management at SCQF level 9</li> <li>PDA in Project and Business Processes</li> <li>PDA In Leading Change</li> <li>PDA in Decision Making and Innovation</li> <li>PDA in Planning and Implementing Change</li> <li>PDA in Organisational Leadership at SCQF level 9</li> <li>ILM Leadership and Management</li> </ul>
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PORTERING

Porters have a vital and wide-ranging role throughout hospitals. They move patients between different departments and wards and are responsible for transporting complex and valuable equipment around the building. In addition, they may have other tasks such as sorting and distributing linen, removing waste and delivering mail.

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	Head of Facilities		
<b>10</b>			
<b>9</b>	Facilities/SSMs (Multi-discipline/Service) Area Lead/Head of Service	Health and Safety	
<b>8</b>	Support Services Manager	Health and Safety	
<b>7</b>	Assistant Manager		
	Head Porter	Medical Gas Certificate; Health & Safety	
<b>6</b>	Supervisor	Medical Gas Certificate	
<b>5</b>	Porter/Driver; Porter	ADR Awareness; Porter Workbook	
<b>4</b>			

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<ul style="list-style-type: none"> <li>▶ <a href="#">HNC Facilities Management at SCQF level 7</a></li> <li>▶ <a href="#">SVQ Facilities Management at SCQF level 7</a></li> <li>▶ <a href="#">MA Hospitality (Supervision &amp; Leadership) at SCQF level 7</a></li> <li>▶ <a href="#">University Cert. Facilities Management</a></li> <li>▶ <a href="#">MA Healthcare Support (N/C) at SCQF level 7</a></li> </ul>	<ul style="list-style-type: none"> <li>▶ <a href="#">HNC Hospitality</a></li> <li>▶ <a href="#">SVQ Healthcare Support (N/C) at SCQF level 7</a></li> <li>▶ <a href="#">MA Facilities Management at SCQF level 7</a></li> <li>▶ <a href="#">SVQ Hospitality Supervision &amp; Leadership at SCQF level 7</a></li> <li>▶ <a href="#">PDA Workplace Assessment Using Direct &amp; Indirect Methods (LD9DI) at SCQF level 8</a></li> <li>▶ <a href="#">SVQ Management at SCQF level 7</a></li> <li>▶ <a href="#">PDA Managing Self and Others</a></li> <li>▶ <a href="#">HNC Management and Leadership</a></li> <li>▶ <a href="#">PDA in Managing Self and Work of Others</a></li> <li>▶ <a href="#">PDA in Managing Resources and Quality</a></li> </ul>
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<ul style="list-style-type: none"> <li>▶ <a href="#">SVQ Customer Service at SCQF level 5</a></li> <li>▶ <a href="#">SVQ Facilities Services at SCQF level 5</a></li> <li>▶ <a href="#">MA Facilities Services at SCQF level 5</a></li> <li>▶ <a href="#">NPA PC Passport</a></li> </ul>	<ul style="list-style-type: none"> <li>▶ <a href="#">SVQ Healthcare Support (non-clinical) at SCQF level 6</a></li> <li>▶ <a href="#">MA Healthcare Support (non-clinical) at SCQF level 6</a></li> <li>▶ <a href="#">NPA PC Advanced Passport at SCQF level 6</a></li> <li>▶ <a href="#">SVQ Team Leading at SCQF level 5</a></li> <li>▶ <a href="#">ILM Leadership and Team Skills</a></li> </ul>
<ul style="list-style-type: none"> <li>▶ <a href="#">SVQ Hospitality Services at SCQF level 4</a></li> <li>▶ <a href="#">NPA PC Passport</a></li> </ul>	<ul style="list-style-type: none"> <li>▶ <a href="#">SVQ Customer Service at SCQF level 4</a></li> </ul>

For a more detailed explanation of the work-related qualifications listed within the pathway e.g. NPA, SVQ, HNC/HND, NC and PDA please refer to The NHS Education for Scotland publication [The Well Qualified Workforce](#).



SECURITY			
People working in security services have a crucial role in ensuring that patients are cared for and that other healthcare workers carry out their work in a safe environment. This work includes protecting staff and service users from violence and abuse or ensuring the security of property, facilities and equipment.			
SCQF Level	Example roles	Required Learning	Specialist Qualifications
<b>11</b>	Director		
	Head of Facilities		
<b>10</b>			
<b>9</b>	Facilities/SSMs (Multi-discipline/Service); Area Lead/Head of Service	Health and Safety	
<b>8</b>	Support Services Manager	Health and Safety	
<b>7</b>	Assistant Manager; Security Supervisor		
<b>6</b>			
<b>5</b>	Security Officer		
<b>4</b>	Security Attendant	Security Workbook	

TRANSFERABLE		MANAGEMENT
Transferable Qualifications		General Leadership & Management Qualifications
<ul style="list-style-type: none"> <li>▶ <a href="#">MBA Facilities Management</a></li> <li>▶ <a href="#">MSc Facilities Management</a></li> </ul>		<ul style="list-style-type: none"> <li>▶ <a href="#">PDA in Strategic Leadership</a></li> <li>▶ <a href="#">SVQ Management at SCQF level 11</a></li> </ul>
<ul style="list-style-type: none"> <li>▶ <a href="#">BA Hons Facilities Management</a></li> </ul>		<ul style="list-style-type: none"> <li>▶ <a href="#">SVQ Management at SCQF level 9</a></li> <li>▶ <a href="#">PDA in Project and Business Processes</a></li> <li>▶ <a href="#">PDA In Leading Change</a></li> <li>▶ <a href="#">PDA in Decision Making and Innovation</a></li> </ul> <ul style="list-style-type: none"> <li>▶ <a href="#">PDA in Planning and Implementing Change</a></li> <li>▶ <a href="#">PDA in Organisational Leadership at SCQF level 9</a></li> <li>▶ <a href="#">ILM Leadership and Management</a></li> </ul>
<ul style="list-style-type: none"> <li>▶ <a href="#">BA Facilities Management</a></li> </ul>		<ul style="list-style-type: none"> <li>▶ <a href="#">SVQ Management at SCQF level 9</a></li> <li>▶ <a href="#">PDA in Project and Business Processes</a></li> <li>▶ <a href="#">PDA In Leading Change</a></li> <li>▶ <a href="#">PDA in Decision Making and Innovation</a></li> </ul> <ul style="list-style-type: none"> <li>▶ <a href="#">PDA in Planning and Implementing Change</a></li> <li>▶ <a href="#">PDA in Organisational Leadership at SCQF level 9</a></li> <li>▶ <a href="#">ILM Leadership and Management</a></li> </ul>
<ul style="list-style-type: none"> <li>▶ <a href="#">PDA in Internal Verification of Workplace Assessment (L&amp;D11)</a></li> <li>▶ <a href="#">Foundation Degree Facilities Management</a></li> <li>▶ <a href="#">HND Hospitality Management</a></li> <li>▶ <a href="#">PDA Workplace Assessment Using Direct &amp; Indirect Methods (LD9DI) at SCQF level 8</a></li> </ul>		<ul style="list-style-type: none"> <li>▶ <a href="#">PDA in Leadership</a></li> <li>▶ <a href="#">PDA in Project Management</a></li> <li>▶ <a href="#">PDA in Leadership and Change</a></li> <li>▶ <a href="#">PDA Managing Self and Others</a></li> <li>▶ <a href="#">Diploma in Management and Leadership</a></li> </ul>
<ul style="list-style-type: none"> <li>▶ <a href="#">HNC Facilities Management at SCQF level 7</a></li> <li>▶ <a href="#">SVQ Facilities Management at SCQF level 7</a></li> <li>▶ <a href="#">MA Hospitality (Supervision &amp; Leadership) at SCQF level 7</a></li> <li>▶ <a href="#">University Cert. Facilities Management</a></li> <li>▶ <a href="#">MA Healthcare Support (N/C) at SCQF level 7</a></li> </ul>	<ul style="list-style-type: none"> <li>▶ <a href="#">HNC Hospitality</a></li> <li>▶ <a href="#">SVQ Healthcare Support (N/C) at SCQF level 7</a></li> <li>▶ <a href="#">MA Facilities Management at SCQF level 7</a></li> <li>▶ <a href="#">SVQ Hospitality Supervision &amp; Leadership at SCQF level 7</a></li> <li>▶ <a href="#">PDA Workplace Assessment Using Direct &amp; Indirect Methods (LD9DI) at SCQF level 8</a></li> </ul>	<ul style="list-style-type: none"> <li>▶ <a href="#">SVQ Management at SCQF level 7</a></li> <li>▶ <a href="#">PDA Managing Self and Others</a></li> <li>▶ <a href="#">HNC Management and Leadership</a></li> <li>▶ <a href="#">PDA in Managing Self and Work of Others</a></li> <li>▶ <a href="#">PDA in Managing Resources and Quality</a></li> </ul>
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<ul style="list-style-type: none"> <li>▶ <a href="#">SVQ Customer Service at SCQF level 5</a></li> <li>▶ <a href="#">SVQ Facilities Services at SCQF level 5</a></li> <li>▶ <a href="#">MA Facilities Services at SCQF level 5</a></li> <li>▶ <a href="#">NPA PC Passport</a></li> </ul>	<ul style="list-style-type: none"> <li>▶ <a href="#">SVQ Healthcare Support (non-clinical) at SCQF level 6</a></li> <li>▶ <a href="#">MA Healthcare Support (non-clinical) at SCQF level 6</a></li> <li>▶ <a href="#">NPA PC Advanced Passport at SCQF level 6</a></li> </ul>	<ul style="list-style-type: none"> <li>▶ <a href="#">SVQ Team Leading at SCQF level 5</a></li> <li>▶ <a href="#">ILM Leadership and Team Skills</a></li> </ul>
<ul style="list-style-type: none"> <li>▶ <a href="#">SVQ Hospitality Services at SCQF level 4</a></li> <li>▶ <a href="#">NPA PC Passport</a></li> </ul>	<ul style="list-style-type: none"> <li>▶ <a href="#">SVQ Customer Service at SCQF level 4</a></li> </ul>	

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TRANSPORT

Transport services staff work in a variety of settings across NHSScotland. They help to make sure that people, equipment and materials are in the right place at the right time. This might involve transporting people – patients, other service users and staff – to and from hospitals or other healthcare facilities. It also involves moving or delivering a wide range of equipment, supplies, records and medical or clinical materials such as samples to where they are needed.

SCQF Level	Example roles	Required Learning	Specialist Qualifications
<b>11</b>	Director		
	Head of Facilities		
<b>10</b>			
<b>9</b>	Facilities/SSMs(multi-discipline/ service) Area Lead/Head of Service/Deputy		
	Transport Manager	CPC National Road Haulage Health and Safety	▶ BSc in Logistics with Transport Management HGV Licence - Category 'C'
<b>8</b>			
<b>7</b>	Assistant Transport Manager	CPC National Road Haulage/CPC Operators Licence/ADR Qualification/ Current Licence for correct Category of Vehicle	
	Head Supervisor/Driver	CPC Operators Awareness/Driver CPC/ Current Licence for Correct Category of Vehicle/ADR Awareness and Qualification	▶ SVQ in Driving Goods Vehicle: Articulated or Drawbar at SCQF level 6 ▶ SQA in Driving Goods: Rigid Vehicle at SCQF level 6 ▶ SVQ in Driving Goods: Van at SCQF level 6 ▶ MA Freight Logistics: Driving Goods Vehicles at SCQF level 6
<b>5</b>	Driver over 7.5 tonnes	ADR Qualification or Awareness/Current Licence for correct Category of Vehicle/ Driver CPC/Carriage of Dangerous Goods / Medical Screening/ Workbook(pending)	▶ SVQ Certificate in Driving Goods: Articulated or Drawbar at SCQF level 5
	Driver up to 7.5 tonnes	ADR Qualification or Awareness/Current Licence for Correct Category of Vehicle/ HGV Licence-Category 'C'/Driver CPC Workbook(pending)	▶ SVQ Certificate in Driving Goods: Rigid Vehicle at SCQF level 5
	Driver up to 3.5 tonnes	ADR Qualification or Awareness/Current Licence for Correct Category of Vehicle/ Category B Licence/Passenger Transport MIDAS/Workbook(pending)	▶ SVQ Certificate in Driving Goods: Van at SCQF level 5 ▶ MA Freight Logistics: Van at SCQF level 5
<b>4</b>			

TRANSFERABLE

Transferable qualifications are relevant for all jobs in Estates and Facilities and support you to move from one job family to another.

Transferable Qualifications	General Leadership & Management Qualifications
<ul style="list-style-type: none"> <li>▶ MBA Facilities Management</li> <li>▶ MSc Facilities Management</li> </ul>	<ul style="list-style-type: none"> <li>▶ PDA in Strategic Leadership</li> <li>▶ SVQ Management at SCQF level 11</li> </ul>
<ul style="list-style-type: none"> <li>▶ BA Hons Facilities Management</li> </ul>	<ul style="list-style-type: none"> <li>▶ SVQ Management at SCQF level 9</li> <li>▶ PDA in Project and Business Processes</li> <li>▶ PDA In Leading Change</li> <li>▶ PDA in Decision Making and Innovation</li> <li>▶ PDA in Planning and Implementing Change</li> <li>▶ PDA in Organisational Leadership at SCQF level 9</li> <li>▶ ILM Leadership and Management</li> </ul>
<ul style="list-style-type: none"> <li>▶ BA Facilities Management</li> </ul>	<ul style="list-style-type: none"> <li>▶ SVQ Management at SCQF level 9</li> <li>▶ PDA in Project and Business Processes</li> <li>▶ PDA In Leading Change</li> <li>▶ PDA in Decision Making and Innovation</li> <li>▶ PDA in Planning and Implementing Change</li> <li>▶ PDA in Organisational Leadership at SCQF level 9</li> <li>▶ ILM Leadership and Management</li> </ul>
<ul style="list-style-type: none"> <li>▶ PDA in Internal Verification of Workplace Assessment (L&amp;D11)</li> <li>▶ Foundation Degree Facilities Management</li> <li>▶ HND Hospitality Management</li> <li>▶ PDA Workplace Assessment Using Direct &amp; Indirect Methods (LD9DI) at SCQF level 8</li> </ul>	<ul style="list-style-type: none"> <li>▶ PDA in Leadership</li> <li>▶ PDA in Project Management</li> <li>▶ PDA in Leadership and Change</li> <li>▶ PDA Managing Self and Others</li> <li>▶ Diploma in Management and Leadership</li> </ul>
<ul style="list-style-type: none"> <li>▶ HNC Facilities Management at SCQF level 7</li> <li>▶ SVQ Facilities Management at SCQF level 7</li> <li>▶ MA Hospitality (Supervision &amp; Leadership) at SCQF level 7</li> <li>▶ University Cert. Facilities Management</li> <li>▶ MA Healthcare Support (N/C) at SCQF level 7</li> </ul>	<ul style="list-style-type: none"> <li>▶ HNC Hospitality</li> <li>▶ SVQ Healthcare Support (N/C) at SCQF level 7</li> <li>▶ MA Facilities Management at SCQF level 7</li> <li>▶ SVQ Hospitality Supervision &amp; Leadership at SCQF level 7</li> <li>▶ PDA Workplace Assessment Using Direct &amp; Indirect Methods (LD9DI) at SCQF level 8</li> <li>▶ SVQ Management at SCQF level 7</li> <li>▶ PDA Managing Self and Others</li> <li>▶ HNC Management and Leadership</li> <li>▶ PDA in Managing Self and Work of Others</li> <li>▶ PDA in Managing Resources and Quality</li> </ul>
<ul style="list-style-type: none"> <li>▶ SVQ Healthcare Support (Non clinical) at SCQF level 6</li> <li>▶ MA Healthcare Support (N/C) at SCQF level 6</li> <li>▶ NPA PC Advanced Passport at SCQF level 6</li> <li>▶ PDA Workplace Assessment Using Direct &amp; Indirect Methods (LD9DI) at SCQF level 8</li> </ul>	<ul style="list-style-type: none"> <li>▶ SVQ Facilities Management at SCQF level 7</li> <li>▶ MA Hospitality (Supervision &amp; Leadership) at SCQF level 7</li> <li>▶ HNC Facilities Management at SCQF level 7</li> <li>▶ PDA in Management</li> <li>▶ ILM Leadership and Management</li> <li>▶ ILM Leadership and Team Skills</li> <li>▶ SVQ Management at SCQF Level 7</li> </ul>
<ul style="list-style-type: none"> <li>▶ SVQ Customer Service at SCQF level 5</li> <li>▶ SVQ Facilities Services at SCQF level 5</li> <li>▶ MA Facilities Services at SCQF level 5</li> <li>▶ NPA PC Passport</li> </ul>	<ul style="list-style-type: none"> <li>▶ SVQ Healthcare Support (non-clinical) at SCQF level 6</li> <li>▶ MA Healthcare Support (non-clinical) at SCQF level 6</li> <li>▶ NPA PC Advanced Passport at SCQF level 6</li> <li>▶ SVQ Team Leading at SCQF level 5</li> <li>▶ ILM Leadership and Team Skills</li> </ul>
<ul style="list-style-type: none"> <li>▶ SVQ Hospitality Services at SCQF level 4</li> <li>▶ NPA PC Passport</li> </ul>	<ul style="list-style-type: none"> <li>▶ SVQ Customer Service at SCQF level 4</li> </ul>

FLEET MANAGEMENT

Fleet Management staff manage the provision of vehicle fleets to meet operating departments requirements, which includes specifying, procuring and delivery. Fleet Management operations will have both engineering and operational expertise and will ensure that vehicles are operated and maintained effectively and efficiently. Fleet Management departments will help to assess Road Risk and lead in the development of long term plans to reduce it as effectively as possible.

SCQF Level	Example roles	Required Learning	Specialist Qualifications
<b>11</b>	Director		
	Head of Facilities		
<b>10</b>			
<b>9</b>	National General Manager/National Fleet Manager/Regional Fleet Manager (5 posts)	CPC National Road Haulage	<ul style="list-style-type: none"> <li>B Eng in Mechanical Engineering</li> <li>B Eng in Automotive Engineering</li> </ul>
	Fleet Manager	CPC National Road Haulage Health and Safety	<ul style="list-style-type: none"> <li>BSc in Logistics with Transport Management</li> <li>HGV Licence - Category 'C'</li> </ul>
<b>8</b>	National Fleet Systems and Administration Manager	Transport Office Administrator/CPC Operators Awareness	<ul style="list-style-type: none"> <li>HND Business</li> </ul>
<b>7</b>	Regional Fleet Administrator/Fleet Administrator	Transport Office Administrator/CPC Operators Awareness	<ul style="list-style-type: none"> <li>HNC Business</li> </ul>
			<ul style="list-style-type: none"> <li>SVQ Business and Administration at SCQF level 7</li> </ul>
<b>6</b>	Fleet Administrator	Transport Office Administrator/CPC Operators Awareness	<ul style="list-style-type: none"> <li>SVQ Business and Administration at SCQF level 6</li> </ul>
<b>5</b>	Fleet Administrator	Transport Office Administrator/CPC Operators Awareness	<ul style="list-style-type: none"> <li>SVQ Business and Administration at SCQF level 5</li> </ul>
<b>4</b>			

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TRANSFERABLE

Transferable qualifications are relevant for all jobs in Estates and Facilities and support you to move from one job family to another.

Transferable Qualifications	General Leadership & Management Qualifications
<ul style="list-style-type: none"> <li>MBA Facilities Management</li> <li>MSc Facilities Management</li> </ul>	<ul style="list-style-type: none"> <li>PDA in Strategic Leadership</li> <li>SVQ Management at SCQF level 11</li> </ul>
<ul style="list-style-type: none"> <li>BA Hons Facilities Management</li> </ul>	<ul style="list-style-type: none"> <li>SVQ Management at SCQF level 9</li> <li>PDA in Project and Business Processes</li> <li>PDA In Leading Change</li> <li>PDA in Decision Making and Innovation</li> <li>PDA in Planning and Implementing Change</li> <li>PDA in Organisational Leadership at SCQF level 9</li> <li>ILM Leadership and Management</li> </ul>
<ul style="list-style-type: none"> <li>BA Facilities Management</li> </ul>	<ul style="list-style-type: none"> <li>SVQ Management at SCQF level 9</li> <li>PDA in Project and Business Processes</li> <li>PDA In Leading Change</li> <li>PDA in Decision Making and Innovation</li> <li>PDA in Planning and Implementing Change</li> <li>PDA in Organisational Leadership at SCQF level 9</li> <li>ILM Leadership and Management</li> </ul>
<ul style="list-style-type: none"> <li>PDA in Internal Verification of Workplace Assessment (L&amp;D11)</li> <li>Foundation Degree Facilities Management</li> <li>HND Hospitality Management</li> <li>PDA Workplace Assessment Using Direct &amp; Indirect Methods (LD9DI) at SCQF level 8</li> </ul>	<ul style="list-style-type: none"> <li>PDA in Leadership</li> <li>PDA in Project Management</li> <li>PDA in Leadership and Change</li> <li>PDA Managing Self and Others</li> <li>Diploma in Management and Leadership</li> </ul>
<ul style="list-style-type: none"> <li>HNC Facilities Management at SCQF level 7</li> <li>SVQ Facilities Management at SCQF level 7</li> <li>MA Hospitality (Supervision &amp; Leadership) at SCQF level 7</li> <li>University Cert. Facilities Management</li> <li>MA Healthcare Support (N/C) at SCQF level 7</li> </ul>	<ul style="list-style-type: none"> <li>HNC Hospitality</li> <li>SVQ Healthcare Support (N/C) at SCQF level 7</li> <li>MA Facilities Management at SCQF level 7</li> <li>SVQ Hospitality Supervision &amp; Leadership at SCQF level 7</li> <li>PDA Workplace Assessment Using Direct &amp; Indirect Methods (LD9DI) at SCQF level 8</li> <li>SVQ Management at SCQF level 7</li> <li>PDA Managing Self and Others</li> <li>HNC Management and Leadership</li> <li>PDA in Managing Self and Work of Others</li> <li>PDA in Managing Resources and Quality</li> </ul>
<ul style="list-style-type: none"> <li>SVQ Healthcare Support (Non clinical) at SCQF level 6</li> <li>MA Healthcare Support (N/C) at SCQF level 6</li> <li>NPA PC Advanced Passport at SCQF level 6</li> <li>PDA Workplace Assessment Using Direct &amp; Indirect Methods (LD9DI) at SCQF level 8</li> </ul>	<ul style="list-style-type: none"> <li>SVQ Facilities Management at SCQF level 7</li> <li>MA Hospitality (Supervision &amp; Leadership) at SCQF level 7</li> <li>HNC Facilities Management at SCQF level 7</li> <li>PDA in Management</li> <li>ILM Leadership and Management</li> <li>ILM Leadership and Team Skills</li> <li>SVQ Management at SCQF Level 7</li> </ul>
<ul style="list-style-type: none"> <li>SVQ Customer Service at SCQF level 5</li> <li>SVQ Facilities Services at SCQF level 5</li> <li>MA Facilities Services at SCQF level 5</li> <li>NPA PC Passport</li> </ul>	<ul style="list-style-type: none"> <li>SVQ Healthcare Support (non-clinical) at SCQF level 6</li> <li>MA Healthcare Support (non-clinical) at SCQF level 6</li> <li>NPA PC Advanced Passport at SCQF level 6</li> <li>SVQ Team Leading at SCQF level 5</li> <li>ILM Leadership and Team Skills</li> </ul>
<ul style="list-style-type: none"> <li>SVQ Hospitality Services at SCQF level 4</li> <li>NPA PC Passport</li> </ul>	<ul style="list-style-type: none"> <li>SVQ Customer Service at SCQF level 4</li> </ul>

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