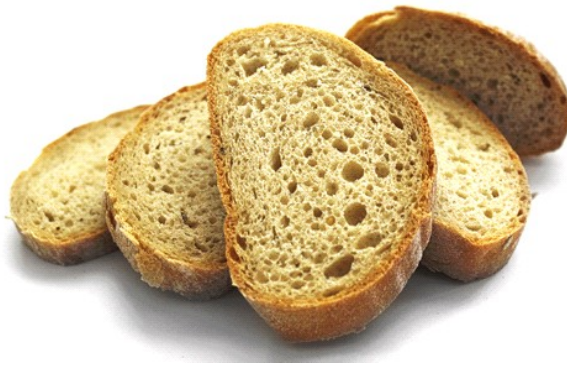


Food Manufacture Retail & Service Support NVQ Level 2



Mandatory Units

- Maintain workplace food safety standards in manufacture
- Maintain the workplace and health and safety in food manufacture

Optional Units—6 units must be completed with at least 4 from the Following Group A

Retail

- Bake-off food products for sale
- Contribute to the effectiveness of food retail operations
- Sell food products in a retail environment
- Display food products in a retail environment
- Deliver reliable customer service
- Resolve customer service problems
- Prepare meat and meat product orders for customers
- Carry out butchery in a retail outlet
- Manufacture meat products in a retail outlet
- Pack meat products for retail sale

Service Skills

- Prepare and clear areas for counter/take-away service
- Provide a counter/take-away service
- Prepare and clear areas for table/tray service
- Provide a table/tray service
- Assemble and process products for food service

Group B—choose 2 maximum

- Plan and organise your own work activities in food manufacture
- Work effectively with others in food manufacture
- Store, retrieve and archive information
- Maintain product quality in food manufacture
- Contribute to improvements in food manufacture
- Lift and handle materials safely in food manufacture
- Contribute to environmental safety in food manufacture
- Contribute to the maintenance of plant and equipment in food manufacture
- Receive goods and materials in food manufacture
- Store goods and materials in food manufacture

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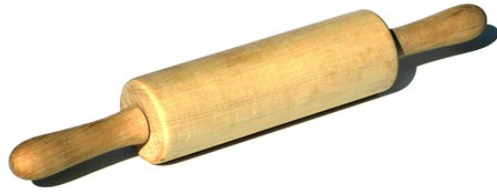
- Control stock levels in food manufacture
- Supply materials for production in food manufacture
- Carry out and finish bulk filling in food manufacture
- Carry out and finish transfer of materials in food manufacture
- Process customer orders in food manufacture
- Pick orders and store for despatch in food manufacture
- Produce individual packs by hand in food manufacture
- Pack orders for despatch in food manufacture
- Assemble different products to a pre-determined pattern in food manufacture
- Palletise and wrap products in food manufacture
- Load consignments for despatch in food manufacture
- Maintaining the Safety and the Security of the Load, Self and Property
- Planning the Route and Timings for the Delivery and Collection of Loads
- Complete pre-journey and post-journey procedures
- Transport Goods and Materials
- Sort and classify livestock for sale or despatch in food manufacture
- Display livestock to potential buyers in food manufacture
- Prepare, move and re-locate livestock in food manufacture
- Receive livestock in food manufacture
- Receive poultry in food manufacture
- Contribute to bio-security in livestock holding in food manufacture
- Maintain reception and holding areas for livestock in food manufacture
- Care for livestock pre-slaughter in food manufacture
- Care for poultry pre-slaughter in food manufacture
- Monitor the health and welfare of livestock pre-slaughter in food manufacture
- Prepare and monitor feed and water supplies to livestock in food manufacture
- Contribute to developing production specifications in food manufacture
- Report and record production operations in food manufacture
- Carry out task hand-over procedures in food manufacture
- Carry out product changeovers in food manufacture
- Operate central control systems in food manufacture
- Control manual size reduction in food manufacture
- Control size reduction in food manufacture
- Control weighing in food manufacture
- Control mixing in food manufacture
- Control heat treatment in food manufacture
- Control separation in food manufacture
- Control temperature reduction in food manufacture
- Control batching in food manufacture

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- Control conversion in food manufacture
- Control conditioning in food manufacture
- Control forming in food manufacture
- Control depositing in food manufacture
- Control enrobing in food manufacture
- Control wrapping and labelling in food manufacture
- Control bottling and packing in food manufacture
- Control pelletising in food manufacture
- Control milling in food manufacture
- Control slicing and bagging in food manufacture
- Prepare ingredients and store sweet fillings and toppings in food manufacture
- Prepare ingredients and store savoury fillings and toppings in food manufacture
- Slice and bag individual food products
- Clean in place plant and equipment in food manufacture
- Carry out disinfection in food manufacture
- Control washing and drying machinery in food manufacture
- Contribute to Keeping the Workplace Secure
- Contribute to maintaining stock security and minimising losses in food manufacture
- Control effluent treatment operations in food manufacture
- Select weigh and measure bakery ingredients
- Prepare and mix dough
- Prepare and mix craft dough
- Hand divide, mould and shape fermented doughs
- Hand divide, mould and shape craft fermented dough
- Produce laminated pastry
- Produce craft laminated pastry
- Pin, block and shape dough
- Fill and close pastry products
- Tin and tray up dough products
- Tin and tray up craft dough products
- Retard and prove dough products
- Retard and prove craft dough products
- Oven bake dough products
- Oven bake craft dough products
- Fry dough products
- Fry craft dough products
- Batch finish dough products
- Batch finish craft dough products
- Prepare and mix flour confectionery

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- Prepare and mix craft flour confectionery
- Hand deposit pipe and sheet flour confectionery
- Deposit and fry hot plate products
- Deposit and fry craft hot plate products
- Tray up and prepare flour confectionery for bakery
- Oven bake flour confectionery
- Oven bake craft flour confectionery
- Batch finish flour confectionery
- Batch finish craft flour confectionery
- Assemble and fill celebration cakes
- Mask and cover celebration cakes
- Decorate celebration cakes
- Provide accessories and store celebration cakes
- Operate an automated stunning system
- Operate an automated bleeding system
- Operate an automated evisceration system
- Operate an automated de-hairing or de-feathering system
- Operate an automated pig processing system
- Carry out manual slaughter in meat and poultry
- Carry out manual bleeding operations
- Eviscerate animals or birds manually
- Skin animals
- Process offal or by products of slaughter
- Carry out primal cutting in meat and poultry
- Carry out boning in meat and poultry
- Carry out seaming or filleting in meat and poultry
- Carry out trimming in meat and poultry
- Produce portion controlled raw meat products
- Use powered tools or equipment for processing meat
- Inject meat
- Massaging boneless meat
- Fill or extrude meat and meat-based mixtures
- Cure or marinate meat products
- Raise food safety awareness in manufacture
- Evaluate the receipt of payment from customers
- Plan and co-ordinate food services
- Maximise sales of food products in a retail environment

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