

QUALITY CONTROL INSPECTOR

You will receive on the job training, covering in-house testing procedures and quality standards, as well as industry regulations.

Professional qualifications are offered by organisations like the Chartered Quality Institute (CQI) and Chartered Management Institute (CMI).

These include:

- Level 3 Certificate in Quality Management
- Level 4 Certificate/Diploma in Management and Leadership.

FINANCE ASSISTANCE

Qualifications with the Association of Accounting Technicians (AAT) or the Association of Chartered Certified Accountants (ACCA). These include: AAT Accounting Qualification ACCA Certified Accounting Technician (CAT) Qualification.

- Level 3 AAT
- Level 4 AAT

STORE'S SUPERVISOR

You will usually develop your knowledge and skills on the job. However professional qualifications such as:

- Level 3 Certificate in Green Logistics Level 3 Diploma in Warehousing and Storage
- Level 4 Certificate/Diploma in Leadership and Management
- Level 5 Diploma in Supply Chain Management.

SUPPLY CHAIN COORDINATOR

With a degree, you may be able to start training with a larger employer on a graduate training scheme.

You could also take on-the-job training awards, which include:

- Level 3 Diploma in Supply Chain Management
- Level 5 Diploma in Supply Chain Management

Level 6 Diploma in Managing the Supply Chain a postgraduate degree in transport planning, supply chain management or logistics

PURCHASING COORDINATOR

You will develop your skills on the job, possibly as part of a structured graduate training scheme. You are also likely to study for professional qualifications at managerial level offered by the Chartered Institute of Purchasing and Supply (CIPS). These include:

- Level 4 Diploma in Procurement and Supply
- Level 5 Advanced Diploma in Procurement and Supply
- Level 6 Professional Diploma Procurement and Supply.

The level you study for will depend on your existing qualifications and how much experience you have. As a guide. Other qualifications are also available, such as:

- Level 3 Diploma in Supply Chain Management
- Level 5 Diploma in Supply Chain Management
- Level 6 Diploma in Managing the Supply Chain a postgraduate award in supply chain management or procurement (for degree holders)

You will be expected after training to work on your own and in teams

You will have the ability to work unsupervised and act on your own initiative

You must be able to work under pressure and to tight deadlines

You must have

KEY SKILLS

- • Planning ability
- • Problem solving skills
- • Interpersonal and presentation/communication skills
- • Be IT literate
- • Be self motivated with a logical, enquiring approach to the task in hand



Manufacturing in Cornwall



**CORNWALL
MANUFACTURERS
GROUP**

TYPICAL ROLES, QUALIFICATIONS AND ATTRIBUTES

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ENGINEERING APPRENTICE	To get on to an apprenticeship scheme, you are likely to need GCSEs (grades A-C) in subjects like maths, science, English, and design and technology.	
PRODUCTION OPERATOR	You will receive on the job training. This will include health and safety, hazard control, manual handling and, in some cases, forklift training. You could also study towards a work-based qualification, such as: <ul style="list-style-type: none"> Level 1/2 (NVQ) Diploma in Performing Manufacturing Operations 	PROJECTS COORDINATOR
METROLOGY TECHNICIAN	To work in this area you would normally need a HNC, HND, foundation degree or degree in a branch of engineering, such as: <ul style="list-style-type: none"> Systems and control Production Computing Electrical or electronics Mechanical 	ADMINISTRATOR
MACHINE SETTER	You will receive on the job training. This will include health and safety, hazard control, manual handling and, in some cases, forklift training. <ul style="list-style-type: none"> Level 2 Certificate in Mechanical Engineering 	
MAINTENANCE TECHNICIAN	Through apprenticeship schemes or college course which would teach you some of the skills needed in the job. Relevant courses include: <ul style="list-style-type: none"> Level 2 Certificate in Mechanical Engineering Level 2 Certificate in Electrical and Electronic Engineering Technology Level 2 Diploma in Maintenance Engineering Technology Level 3 Diploma in Engineering Level 3 Diploma in Mechanical Electrical Maintenance	HR ASSISTANTS/MANAGER
ELECTRICAL MAINTENANCE TECHNICIAN	Apprenticeship route with work experience: <ul style="list-style-type: none"> Level 1 Certificate In Introduction to Electrical Installation Skills Level 2 Certificate In Electrical Installation Studies Level 2 First Diploma in Engineering Technology Level 2 Diploma in Electrical and Electronic Engineering Technology Electrical 17th Addition BS7571 	
MECHANICAL TECHNICIAN	You would normally complete an apprenticeship scheme or college course to gain the skills needed for the role. Relevant courses include: <ul style="list-style-type: none"> Level 2 Certificate in Mechanical Engineering Level 2 Diploma in Engineering Technology Level 3 Diploma in Engineering 	QUALITY MANAGER
ELECTRICAL ENGINEER	You would normally need to complete a foundation degree, HNC, HND or degree to become an electrical engineer <ul style="list-style-type: none"> electrical or electronics engineering building services engineering mechanical engineering applied physics aeronautical engineering mechatronics 	HEALTH & SAFETY MANAGER
PROCESS ENGINEER	One way to get into this type of role is via in-house development programmes, starting work as a trainee engineer. Another route is to do a foundation degree, HNC/HND or degree in a subject like: <ul style="list-style-type: none"> manufacturing systems engineering electrical electronic engineering mechanical engineering production Manufacturing engineering. 	
MECHANICAL ENGINEER	You would normally complete a foundation degree, HNC, HND or degree to become a mechanical engineer <ul style="list-style-type: none"> mechanical or mechatronic engineering (plus optional specialties) 	PRODUCTION MANAGER
PRODUCT ENGINEER	You would normally have a degree in a suitable engineering discipline <ul style="list-style-type: none"> Knowledge of project management in a manufacturing or similar environment 	
MANUFACTURING ENGINEER	You would normally have a degree or be of graduate caliber in a suitable engineering discipline <ul style="list-style-type: none"> Six Sigma qualification to a minimum of Green Belt Level 	TECHNICAL MANAGER
QUALITY ENGINEER	You would need a recognised Engineering Apprenticeship <ul style="list-style-type: none"> Qualifications at HNC/HND/Degree level Qualification in Six Sigma 	

You will usually develop your project management knowledge and skills on the job. However professional project management qualifications offered by bodies, such as:

- Association for Project Management (APM)
 - Project Management Institute (PMI)
 - Chartered Management Institute (CMI).
- Other work-based qualifications include:
- Level 4 Diploma in Project Management
 - Level 6 Certificate in Project Management
 - Level 7 Diploma in Project and Quality Management.
 - PRINCE2

There is no fixed entry requirement. Knowledge of office computer software packages and experience of working in an office environment. Desired qualification include:

- Level 2/3 Award in Business and Administration Level 2/3 Certificate in Principles of Business Administration

CIPD qualifications and membership are a requirement for this role. The CIPD offers a range of qualifications aimed at HR professionals with different levels of experience from new starters to departmental managers. Qualifications include:

- Level 3 Certificate/Diploma in Human Resources Practice
- Level 5 Diploma in Applied Human Resources
- Advanced Level (equivalent to Level 7) Award/Certificate in Human Resources Advanced Level Diploma in Human Resource Management
- The CIPD also offers a number of qualifications for HR staff involved in training and development.

Knowledge and experience in your industry to manage quality.

You would also be required to have recognised professional qualification in quality management, such as:

- Level 3/4 (NVQ) Diploma in Business Improvement Techniques
- Level 5 Certificate in Quality Improvement for Business
- Level 5 Diploma in Quality Management
- Level 7 Certificate in Leading Quality Improvement
- Level 7 Diploma in Project and Quality Management

Entry level requirements are:

- Level 3 Award in Health and Safety in the Workplace
- Level 3 (NVQ) Certificate in Occupational Health
- Safety National General Certificate in Occupational Health and Safety

You will develop your skills on the job and also attend training courses run by your company, local colleges and private training providers. You can progress to more advanced qualifications as your level of responsibility grows. Qualifications include:

- National Diploma in Occupational Health and Safety
- Level 5 (NVQ) Diploma in Occupational Health and Safety Practice
- Level 6 Certificate/Diploma in Applied Health and Safety
- full- or part-time university degrees and postgraduate courses in occupational health and safety

One way of getting into this career is to start as a production worker in a manufacturing company. You could then work your way up to team leader and shift supervisor before moving into production management. Another option is to complete a university foundation degree, HNC/HND or degree in manufacturing, and then apply to a company's management training scheme

In most cases you would already have the knowledge and experience in your industry. You would also normally need a HNC, HND, foundation degree, degree or masters in a relevant area:

- Business Administration
- Systems and control
- Production
- Computing
- Electrical or electronics
- Mechanical