

## Why read this leaflet?

If you are interested in fish and shellfish qualifications as a means of developing the skills and knowledge of your existing employees, or in apprenticeships as a means of recruiting enthusiastic individuals eager to learn and develop their skills, then *fish and shellfish industry skills* could be just the tonic your business needs. These qualifications are available for managers, supervisors, team leaders and operatives and are closely matched to the needs of businesses and individuals alike.

## Summary

- Ideal for fish merchants, processing and other fish & shellfish businesses;
- Level 2 and 3 qualifications;
- Available as Certificates and Diplomas;
- Part of Intermediate and Advanced Apprenticeships;
- Funding is often available for apprenticeships.



## Level 2 and 3, Certificate or Diploma?

The Level 2 qualification is available throughout the UK, although in Scotland it is called *fish and shellfish processing* and not fish and shellfish industry skills. The rest of this guide refers specifically to the qualification available outwith Scotland.

The Level 2 framework has a small number of Level 3 units embedded within it, lending even greater flexibility. The Level 2 is ideally suited to operatives and team leaders, and may even meet the needs of supervisors. The Level 3 is aimed at managers, particularly technical managers and supervisors.

A Certificate is a qualification that has between 27 and 36 credits. Each unit in the framework has credit value assigned to it. Diplomas are 37 or more credits. This applies to both Level 2 and Level 3 qualifications.

Apprenticeships at Intermediate Level have a Level 2 certificate at their core while a Level 3 Certificate is the core of an Advanced Apprenticeship.

For more information on apprenticeships contact one of the recognised apprenticeship providers on the Seafood Academy website.

# A Level 2 qualification for

## 1. Fish Merchants

Below is a list of some of the units that could find their way into a Certificate or Diploma. With 138 units available in the Level 2, there is more than enough to choose from.

Different job roles in a Fishmerchants may require a mix of different units. For example, people working in the sales office will not need the same mix of units as those working in intake/despatch.

- **Level 2 Fish and Shellfish Units**

- Fillet fish by hand
- Process fish by hand
- Grade fish/shellfish by hand
- Intake fish/shellfish
- Control fish/shellfish defrosting
- Pack and ice fish/shellfish
- Pack live shellfish for despatch
- Understand how to use fish/shellfish quality assessment methods
- Principles of fish and shellfish product knowledge

- **Other Level 2 Units**

- Monitor and maintain storage conditions in food operations
- Store goods and materials in food operations
- Pack orders for despatch in food operations
- Prepare orders for despatch in food operations
- Maintain product quality in food operations



In addition to the units above there are a range of units covering general housekeeping activities such as food safety, health & safety, waste, team working etc. at both Level 2 and Level 3

## 2. Fish Processors

Different job roles in a fish processor may require a mix of different units. For example, people working in the smoking department will not need the same mix of units as those working in intake/despatch. The following units have been grouped into general activities common to most processing establishments, followed by a series of shorter tables looking at the activities of specific departments.

### General activities

- Grade fish or shellfish by hand
- Intake fish or shellfish
- Pack and ice fish or shellfish

### Other Level 2 Units

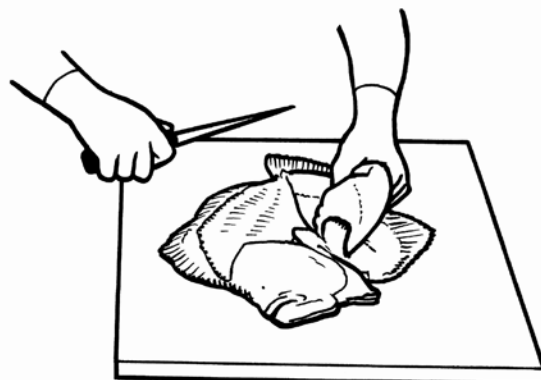
- Monitor product quality in food operations
- Control weighing in food manufacture
- Control defrosting in food manufacture
- Monitor and maintain storage conditions
- Lift and handle materials safely
- Store goods and materials in food operations
- Supply materials for production
- Produce product packs in food operations
- Pack orders for despatch in food operations
- Prepare orders for despatch in food operations
- Work effectively with others in food operations
- Maintain product quality in food operations
- Maintain workplace food safety standards Maintain workplace health and safety

Primary and secondary processors and fish/shellfish food manufacturers can add to the above list of units to produce qualifications that are more tailored to their own operations and the needs of their employees.

### Knife Skills - slice and dice

There are Level 2 units on

- fish filleting;
- processing fish by hand;
- gutting and cleaning fish;
- sharpening of cutting tools.



## Coating operations

As simple as glazing frozen fish fillets, or as complex as coating whole tail scampi in batter, coating operations are important to some businesses. The following Level 2 units are for those business that coat fish or shellfish in batter:

- Understand how to control processes in food manufacture
- Control enrobing in food manufacture
- Operate central control systems in food manufacture
- Understand how to operate central control systems in food manufacture
- Control weighing in food manufacture
- Control mixing in food manufacture
- Control heat treatment in food manufacture
- Control temperature reduction in food manufacture
- Control forming in food manufacture

## Smoking and curing



Whether it's cold smoked haddock, hot smoked mackerel or smoked salmon, there are units for the traditional and mechanical kiln based smoker. Units cover three may areas:

- Control the fish/shellfish brining process;
- Control the dry curing of fish;
- Control the fish/shellfish smoking process;
- Principles of fish/shellfish smoking;
- Principles of brining and salting fish/shellfish;
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## Quality Assessment

Fish and shellfish quality assessment are well covered by these units:

- Principles of fish/shellfish quality assessment
- Principles of seafood quality science
- Understand how to maintain product quality in food operations
- Maintain product quality in food operations
- Understand how to use fish/shellfish quality assessment methods
- Monitor product quality in food operations

## Sales

Two very interesting units for Sales staff that are available as a stand-alone VRQ award in fish and shellfish product knowledge are:

- Principles of marine finfish product knowledge
- Principles of shellfish non-marine finfish and marine food products Product Knowledge

## Other fish and shellfish units

These are some of the Level 2 units that haven't appeared in any of the above groups.

- Control fish skinning operations;
- Grade fish/shellfish by machine;
- Extract shellfish meat by hand;
- Shuck bivalves by hand;
- Control shellfish meat extraction operations;
- Pack live shellfish for despatch;
- Marinating fish/shellfish;
- Assemble fish/shellfish products by hand;

## Level 2 units for Supervisors

While the Level 3 framework is aimed at supervisors and managers, for some individuals a Level 2 qualification with some of these Level 3 units built into it might be a better choice.

The Level 2 Fish and Shellfish Industry Skills framework has within it 22 more advanced units. The following list are those units that we think may be of interest to supervisors in processing companies.

- Monitor product quality in food operations
- Monitor and maintain storage conditions in food operations
- Maintain promote and improve environmental good practice in food operations
- Understand how to monitor and improve environmental good practice in food operations
- Monitor and control waste disposal in food operations
- Understand how to monitor and control waste disposal in food operations
- Monitor and control the recovery and separation of by-products and waste disposal in food operations
- Understand how to monitor and control the recovery and separation of by-products in food operations
- Principles of fish/shellfish smoking
- Principles of marine finfish product knowledge
- Principles of shellfish non-marine finfish and marine food products Product Knowledge
- Principles of seafood quality science
- Principles of brining and salting fish/shellfish
- Principles of fish/shellfish quality assessment

## A Level 3 qualification in fish and shellfish

Launched in England, Wales and Northern Ireland in June 2013, and expected in Scotland in 2014, the Level 3 proficiency qualification in fish and shellfish industry skills is of keen interest to managers throughout the onshore sectors of the fish and shellfish industry.

Within 13 days of its launch, the first industry manager had signed up to undertake a full diploma based around the fishmongering and retail food units. Within the first month fish and chip shop managers were registering to take on the opportunities presented by this qualification, as were managers in processing and shellfish purification businesses.

The Level 3 qualification represents the first management level qualification of this type available to the onshore sectors of the fish and shellfish industry. For the first time managers will be able to undertake a substantial work-based qualification that is focused on their fish and shellfish technical skills and knowledge.

In addition to 23 fish or shellfish specific units, managers will be able to choose from a further 80+ food industry standard units to produce a qualification that is fish/shellfish specific, based on food industry standards, nationally recognised, challenging and productive, and carefully tailored to their needs and the needs of their business.

## What could you do?

Managers in fish merchants, processors and even seafood manufacturers will find 107 units in the Level 3 framework with more than enough fish and shellfish content to build their qualification around. And, other units on sampling, continuous improvement, auditing and the coordination of despatch and transport, there's plenty in the framework to get your teeth into.

### Fish merchants

#### Level 3 Fish and Shellfish Units

- Principles of fish shellfish quality assessment
- Principles of seafood quality science
- Principles of fish and shellfish product knowledge
- Principles of shellfish, non-marine finfish and marine food products, product knowledge
- Manage fish/shellfish operations
- Monitor fish / shellfish operations

#### Other Level 3 Units

- Control and monitor safe supply of raw materials and ingredients in food operations
- Organise the receipt and storage of goods and materials in food operations
- Monitor product quality in food operations
- Monitor + Coordinate effectiveness of despatch and transport
- Monitor and maintain storage conditions
- Monitor and maintain storage systems

### Processing

Many of the units that could be chosen by fish merchants would also apply to primary processors.



Primary processing managers are likely to have a wider choice of general food management units to draw upon.

More specialist technical and departmental managers will be able to draw upon units that cover smoking, crab processing, cooking and defrosting, freezing, storage and process control units.

For a fuller explanation of how the framework can be tailored to meet your needs, contact [Seafish](#) to arrange for a discussion and diagnostic assessment.

## Apprenticeships

### Intermediate Apprenticeships.

The Level 2 Certificate (and Level 2 SVQ) forms the core of an Intermediate apprenticeship (Modern Apprenticeship in Scotland) in fish and shellfish. This apprenticeship is a pathway in the food and drink apprenticeship programme.

There are several approved centres in the UK able to provide this apprenticeship, and Seafish is working closely with many of these centres to ensure that businesses and learners are able to benefit from the opportunity they represent. For a list of the centres that Seafish is *working with*, look on the Seafood Training Academy website for the list.

### Advanced Apprenticeships

There will be no fish and shellfish pathway in the advanced apprenticeship programme in England until late 2013, although Seafish are working hard to bring this about as quickly as possible. Nor is there a Level 3 fish and shellfish SVQ for Scotland although Seafish is also working on that.

The first available advanced apprenticeships in fish and shellfish are likely to be in Wales.

Managers and supervisors wishing to undertake an advanced apprenticeship in the meantime should contact Seafish to see if our *interim plans* are suitable.

For more information, and a free diagnostic from a Seafish recognised provider, contact Seafish by email or telephone. [academy@seafish.co.uk](mailto:academy@seafish.co.uk) or 01482 486482