

Why bother?

- **Achieve a nationally recognised NVQ award.**
- **Recognised by the HSE for proving 'competence'.**
- **Improve the running of your operation.**
- **Personal achievement and self esteem.**
- **Career path for employees.**

How long does it take?

- **6 to 12 months is the average, faster through planning.**
- **Monthly visits are usually planned by SERAC assessors.**
- **The better prepared you are the quicker you will progress.**

“**We really liked SERAC's straight-forward approach. They took all the jargon and bureaucracy out of the NVQ process.**”

Trevor Thompson
Level 4 SHE Candidate

What's involved?

- **Fill in a candidate registration form and send the enrolment fee.**
- **We appoint an assessor to get you started as soon as possible.**
- **We provide each candidate with a comprehensive information pack.**
- **You will have to demonstrate competency in each Unit of the award.**
- **Your designated assessor will guide you through the award every step of the way.**
- **Wherever possible you will be asked to show the assessor in practical terms what you do, to demonstrate your competence.**
- **Satisfy the assessor that you understand the necessary legal issues for your NVQ.**

Where do I do it?

- **At your workplace to maximise assessment by observation.**
- **We'll ask questions to make sure candidates understand key information.**
- **SERAC also provides off-site training courses, particularly on legal matters if needed.**

Why SERAC?

- **Many years of experience has shown SERAC how to deal effectively with a wide range of candidates.**
- **We've devised an integrated assessment system to simplify the process.**
- **With the help of our experienced assessors, we deliver an efficient, cost-effective service.**
- **We don't assess where we can find existing proof of competence in previous relevant qualifications.**
- **Our approach is both sensible and pragmatic. We make sure problems are solved quickly!**
- **Candidates are supported continuously and kept right up-to-date.**
- **We work with a range of companies nationwide, often with little previous experience of NVQs.**
- **Most importantly, we tailor our services to meet your individual needs.**

Which award suits me?

- **NVQ Level 5 (10 units) – Director.**
- **NVQ Level 4 (9 Units) – Manager.**
- **NVQ Level 3 (6 Units) – Supervisor.**
- **The SHE awards can be applied to any sector within the extractive and minerals processing industries.**
- **The assessor applies the relevant NVQ to whichever sector the candidate is working in.**

What are the specific courses?

This is a 'workplace' qualification so most of the time is spent at your 'workplace'. Though we offer off-site courses as part of our nationwide learning programme. The following are particularly valuable for working towards some of the knowledge aspects of the NVQ process.

- **Introduction to NVQs – 1 day.**
- **SHE Safety and Environmental Legislation – three days.**
- **Fast Track to SHE – three-to-four days.**
- **Plus others if needed – ask for our Courses Menu for full details.**