



Level 1 Award in Securing Employment
603/5242/5

Qualification aim

This qualification informs and guides learners through the process of sourcing, applying for and securing appropriate employment. It provides a structured individualised route with knowledge and skills, through the labour market to securing employment.

Qualification introduction

This qualification is made up of five mandatory units that will help learners to develop an understanding of the labour market and how best they can enter and secure employment relative to their capabilities and aspirations. Its mandatory units are a step by step process to prepare, source and secure employment. Learners who complete the units will be equipped with the knowledge, skills and resources to initiate and remain engaged with employment that suits their circumstances.

Assessment

In order to achieve this qualification a learner must complete all units as mandatory. The assessment criteria determine the standard required to achieve each unit and allow for a variety of assessment methods to be used as appropriate to the environment the qualification is delivered in. There is no examined assessment element in this qualification.

Progression

On completion of this qualification learners will be prepared to progress to level 2 qualifications in a range of occupations within the sector, this could include but not limited to apprenticeships.

Achievement

Learners must achieve a total of 9 credits by completing the 3 mandatory units of the qualification.

Qualification Number		603/5242/5
Qualification Framework		RQF
Title		Award in Securing Employment
Qualification Level		Level 1
Guided Learning Hours		70 GLH
Total Qualification Time		90 TQT
Qualification Credit Value		9 Credits
Qualification Grading Structure		Pass / Fail

Unit Title	Mandatory/Optional	GLH	TQT	Credit Value	Grading
Produce A CV	M	35	40	4	Pass / Fail
Succeed at an Interview	M	25	30	3	Pass / Fail
Behaviour and Standards at Work	M	20	20	2	Pass / Fail
Total		70	90	9	Pass / Fail