



WAMITAB

Waste Management Industry Training and Advisory Board

WAMITAB Level 1 Award in Preparing for Employment (QCF 600/2846/4) (WAMITAB Code: PFE1)

Who is it for?

This qualification is designed to meet the needs of individuals looking to develop their personal and professional skills. It will aid candidates to gain the necessary qualities and attributes that are looked-for by employers.

Can anyone do it?

This Level 1 qualification, which forms part of the suite of WAMITAB Pre-Employment qualifications, is suitable for experienced workers looking to build on skills and experience or continue in education.

It has been developed to fit a wide audience, including young people and adults. There are no pre-conditions for registration to this qualification and no minimum level of literacy is required, as the qualifications are able to be delivered alongside language, literacy and numeracy qualifications such as the WAMITAB Skills Development Programme.

What does it cover and how will I learn?

This qualification covers important life-skill topics such as Rights and Responsibilities, group work, personal and IT skills and many others.

The learning programme will vary depending on which WAMITAB Approved Centre you are studying with, but could include classroom, workshop or on the job training.

How will I be tested?

The qualification is assessed by a Portfolio of Evidence. Your work throughout the programme will be recorded as evidence of your achievement of the outcomes of the qualification.

What next?

The WAMITAB Award in Preparing for Employment is designed to support Candidates to develop employability and personal skills and qualities which are required by employers. It can help candidates to gain the confidence and skills needed to look for and get a job. The qualification also encourages the continued education of the candidate by forming part of a progression stairway with other WAMITAB pre-employment qualifications.

Various units which appear in other WAMITAB qualifications are included in the Option Units section of this qualification, giving candidates who choose these units a platform for future learning and development.





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Qualification Structure

Candidates must complete both units from the Mandatory Units Group (5 credits) and a further 7 credits from the Option Group. Candidates will therefore achieve a total of 12 credits.

Mandatory Units

Title	Level	Credits
Rights and responsibilities in the workplace	1	3
Introduction to health and safety awareness in the workplace	1	2

Option Units

Title	Level	Credits
Working Safely in the Recycling Industry	1	7
Maintain Effective Working Relationships in the Recycling Industry.	1	7
Maintain Standards of Service during Recycling Activities	1	5
Environmental Protection Within the Recycling Industry	1	3
Manual handling, lifting and moving of loads in a waste environment	1	2
Maintain personal hygiene standards when cleaning	1	2
Working with other people	1	2
Work safely at heights in a waste sector environment	1	5
Planning for progression	1	3
Effective skills, qualities and attitudes for learning and work	1	3
Career planning and making applications	1	3
Enterprise activity: producing products or services	1	3
Work-based experience	1	3
Contributing to a team	1	3
Valuing equality and diversity	1	2
Dealing with Problems in daily life	1	2
Environmental Awareness	1	2
Individual rights and responsibilities	1	1
Preparation for work	1	2
Working as part of a group	1	2
Working towards goals	1	2
Career Progression	1	2



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Developing Personal Skills For Leadership	1	2
Practising Leadership Skills with Others	1	2
Learning with Colleagues and Other Learners	1	2
Communicating Solutions to Others	1	2
Positive Attitudes and Behaviours at Work	1	1
Learning from More Experienced People	1	2
Building Working Relationships with Colleagues	1	2
Building Working Relationships with Customers	1	2
Solving Work-Related Problems	1	2
Taking Notes at Meetings	1	1
Summarising Documents	1	1
Contributing to Meetings	1	1
Preparing for Work Placement	1	1
Learning from Work Placement	1	1
Safe Learning in the Workplace	1	1
Searching for a Job	1	1
Applying for a Job	1	1
Preparing for an Interview	1	1
Interview Skills	1	1
Self-Management Skills	1	2
Developing own Interpersonal Skills	1	3
Improving Assertiveness and Decision Making	1	3
Recognising Employment Opportunities	1	1
Time Management Skills	1	3
Use Tools and Equipment for a Practical Activity	1	2
Understanding Business Communication	1	3
Business and Customer Awareness	1	2
Understanding conflict at work	1	1
Preparing for and learning from interviews	1	3
Developing Group and Teamwork Communication Skills	1	3