

# Apprenticeships Advanced Facilities Management



The College of  
Haringey, Enfield  
and North East London



This Facilities Management Advanced Apprenticeship qualification is suitable if you are already working in a firstline management or supervisory facilities management role and want to progress your career. This Facilities Management Apprenticeship can build on your experience and help you get a more senior job in a large workplace - perhaps a hotel, corporate office building or local government estate. You'll be able to take on responsibility across a range of areas, including: Building maintenance, Catering, Cleaning, Reception or Security.

## Location

This training is delivered entirely on the employer's premises.

**Average Duration:** The apprenticeship runs for 18 to 24 months

## Course Information

The Advanced Facilities Management Apprenticeship is made up of a framework which includes:

- QCF Level 3 NVQ Certificate in Facilities Management Practice
- QCF Level 3 Certificate in Facilities Management Principals
- Math Functional Skills Level 2
- English Functional Skills Level 2
- ICT functional Skills Level 2
- Employment Rights and Responsibilities

## Progression

The Level 3 NVQ in Facilities Management can help you progress to a range of further Facilities Management qualifications including: Higher Level Apprenticeships, First degrees and Postgraduate diplomas.



Employability and Employer Engagement  
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## Assessment

The apprentice is expected to attend on the job and off the job training to attain knowledge, training and complete competency units. In addition to that they will also be trained by the employer.

## How to apply

You can apply through the college application. Once you have applied to the college, you will be invited for an interview at the college and also with the potential employer.

## Entry qualifications

There are no formal entry requirements for this qualification. The Apprentices will be assessed and interviewed to demonstrate that they have the ability to cover the range required by the relevant NVQ at work. In addition, apprentices are expected to carry out initial assessments in English and Maths where they need to ideally achieve Level 2 in both subject areas. An apprentice with GCSE grade C and above does not have to complete functional skills as a part of their apprenticeship.

## Course Elements / Sample Course Units

These are the elements of the course, please browse through and select the ones that best match your training and company requirements:

### Unit Title

Mandatory Units include:

- Develop working relationships with colleagues
- Provide and monitor facilities for clients
- Develop and implement a risk assessment plan in own area of responsibility

Optional Units include - need to select some of these units:

- Contribute to the management of incidents and emergencies
- Monitor and solve customer service problems
- Set objectives and provide support for team members
- Manage facilities management projects
- Monitoring operational performance
- Contribute to disaster recovery and contingency planning
- Understanding sustainability and environmental issues and the impact on facilities management
- Specify, commission and manage external contracts
- Manage a budget for own area of work

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