



PIABC LEVEL 2 NVQ DIPLOMA IN MERCHANT SUPPLIES – TIMBER (Qualification Number: 60140215)

This qualification has a minimum credit value of THIRTY SEVEN.

Statement of Purpose

What does this qualification cover?

The primary purpose of the qualification is to enable individuals to demonstrate specific competence and knowledge appropriate for the day to day activities in a merchanting environment dealing with the buying/selling or yard operations of timber and timber based panel products. Specific products may include, for example: sawn timber stock and specials, planed timber, mouldings, windows, frames, flooring, doors, stairs, panels.

The PIABC Level 2 NVQ in Merchants Supplies Timber is a national qualification consisting of mandatory and optional units. Mandatory units such as health and safety, effectiveness and timber and timber panel knowledge. Candidates then choose units from lists to match their own job role. These job-specific units confirm both skills competence and the necessary related job knowledge – such examples may be: Purchasing, selling or yard operations. Further units are then chosen to further match the individual's job role for example customer service or the movement of stock. See full structure below.

Size of qualification

The total minimum credit value of this qualification is 37 credits: 21 credits in Group A; a minimum of 10 credits in Group B; and a minimum of 6 credits from Group C.

Who is this qualification designed for?

This qualification has been developed with employer's advice. Typically, this qualification will suit the following employees:

1. People recently employed in the industry who want to gain a sound foundation to the materials, and management processes that are central to timber supply chain to enable them to operate more effectively. Including Apprentices.
2. People who have been in the industry for some time who want to extend their knowledge and/or gain a recognised qualification.

There is no necessity for any formal entry requirement to this qualification beyond the basic literacy and numeracy expected from anyone entering the wood industry. There are no age restrictions for this qualification.

Indication of Job title(s) Job role(s)

- Trade Counter - Responsible for customer service to Trade and Public on product knowledge and pricing and communicating effectively with customers ensuring their requirements are met.
- Yard/Warehouse Operative - Ensuring safe movement of materials within a timber based workplace, responsible for the selecting and packaging of finished materials and products ready for shipping to customers specifications.
- Sales and purchasing personnel (office based and on the road); yard/warehouse personnel
- Sales and purchasing personnel; yard operatives

Will the qualification support progression to further learning?

Success in this qualification prepares learners for progression in the timber industry. A Level 3 qualification is available with a similar title. Learners may have the opportunity to progress into supervisory and management roles taking suitable qualifications. Learners are encouraged to consider belonging to a professional institute or similar. Centres are encouraged to make learners aware of relevant associations and related professional bodies.

Success in this qualification will confirm competence and improve confidence and prepare for further studies.

Rules of Combination

Candidates must achieve 21 credits in Group A; a minimum of 10 credits in Group B; and a minimum of 6 credits from Group C. The total minimum credit value of this qualification is 37 credits.

Unit	Unit Title	Credit	Level	GLH
Group A: Mandatory Units: 21 credits required				
F/503/8136	Make sure your own actions reduce health & safety risks within your workplace	6	2	27
F/503/5995	Contribute to the effectiveness of work in a commercial setting	5	2	30
D/503/9858	Timber and Panel Products and their uses (A knowledge unit) Assessed by portfolio	10	2	40
Group B: min of 10 Credits required.				
Candidates are barred from the combining units L/503/8088 and T/601/7925.				
F/503/8086	Purchasing timber and timber based products in a commercial environment	10	2	57
J/503/8087	Selling timber and timber based products in a commercial environment	10	2	57
L/503/8088	Carrying out operations in a timber and timber based products commercial environment	10	2	57
Group C: Minimum of 6 Credits required.				
Candidates are barred from combining units L/503/8088 and T/601/7925. Group C unit(s) cannot be the same unit(s) as those completed in Group B, as individual units can only be counted once.				
F/503/8086	Purchasing timber and timber based products in a commercial environment	10	2	57
J/503/8087	Selling timber and timber based products in a commercial environment	10	2	57
L/503/8088	Carrying out operations in a timber and timber based products commercial environment	10	2	57
F/601/1609	Communicate using customer service language	4	1	30
L/601/1614	Follow the rules to deliver customer service	4	2	30
L6010933	Give customers a positive impression of yourself and your organisation	5	2	33
D/601/0936	Promote additional services or products to customers	6	2	40
J/601/7931	Assemble orders for dispatch in logistics operations	3	2	12
J/601/1210	Deliver reliable customer service	5	2	33
T/601/7911	Keep stock at required levels in logistic operations	3	2	12
R/601/7916	Pick goods in logistic operations	3	2	15
T/601/7925	Place goods in storage in logistic operations	4	2	16

F/601/7930	Process orders for customers in logistic operations	3	2	10
L/601/7932	Process returned goods in logistics operations	3	2	15
H/601/1554	Promote continuous improvement	7	3	47
K/601/7923	Receive goods in logistics operations	3	2	15
D/601/1228	Use customer service as a competitive tool	8	3	53
Y/601/7917	Wrap and pack goods in logistic operations	3	2	12

For more information and the specification on this qualification, please contact PIABC
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