



GQA Glass NVQs – Candidate Guide

NVQs are the most popular vocational qualifications awarded in England, Northern Ireland and Wales!

The 21st Century has brought about a dramatic increase in the take-up of GQA NVQs. Audited work-related skills and knowledge are increasingly being seen as a measure of how valuable the workforce is. You can start to improve your chances of building a better career simply by getting recognition for what you can already do and by committing to developing your skills. You can do it through a glass-related National Vocational Qualification (NVQ).

This leaflet provides a brief introduction to NVQs in the glass industry: what they are, who they are for, how you can get them and where they can take you!



How do you show what you can do?

Glass NVQs are designed to show that your skills meet the standards agreed by employers across the UK. They are *National* because they represent standards accepted throughout the nation. The Glass Qualifications Authority (GQA) is the national Awarding Body for glass-related NVQs. GQA ensures that the qualifications are only delivered in approved quality-assured centres.

Glass NVQs are *Vocational* because they are about the work you do; they are respected, high-quality *Qualifications* that give you a certificate to prove you have reached the required standard.

NVQs are not about how good you are at exams! They are designed to let your skills shine through in practical ways.

Your Skills...

Each glass NVQ is based upon industry standards, known as National Occupational Standards. These are developed by nationally approved Standards Setting Bodies.

NVQs relate to the real world and over 10,000 GQA certificate holders will tell you that this is their main advantage! They aren't about going back to school – they are more about where you want to go with your career.

All glass NVQs fit into a national framework of qualifications based on the area of work they cover and the level of skill and knowledge required to achieve them.

Whatever your job, it has a place in the NVQ framework which allows you to:

- Compare different jobs at the same level to see how you might be able to use your skills and knowledge in a different area of work
- See how you can move up the different NVQ levels as your career develops

Your Career...

NVQs tell your employer a lot about you! By working towards a glass NVQ you are making a strong statement about your will to succeed in your job - saying that your skill level matters to you and you want to improve.

Glass NVQs also give employers a national benchmark for judging the contribution you are likely to be able to make to the business.

More and more employers in the glass industry are investing in the skill levels of the workforce. If you have an NVQ, you have shown that you are prepared to invest your time in being recognised as a proven contributor to business success.

GQA – Qualifying the glass industry

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Who Qualifies...

GQA Glass NVQs are flexible. There are no age limits and no special entry requirements. They are awarded according to competence and this requires being observed at work by a qualified person (assessor).

The assessor will help you work through your Glass Qualifications Authority NVQ and devise a plan of action to help you get qualified, as well as making judgements about your competence.

- If you're an established worker – it should not take you long to achieve your NVQ as you will need less training than someone new to the job.
- If you're starting work – NVQs can offer a way onto the career ladder and help you gain recognition for your skills as they develop.
- If you're changing jobs – NVQs can show your new employer what you are capable of.
- If you're returning to work after a career break – NVQs can give you credit for your past experience and achievements.

Because glass NVQs are about real jobs in the industry, they act as a 'map' of what a competent person in a job should be able to do. This can be a useful guide to help you measure your own levels of skill and knowledge.

There is a strong link between qualifications and earnings in the UK. They also make a big difference to your employability!

Which NVQ...

The glass industry is diverse; this is reflected by the wide variety of different jobs people carry out. The table lists some examples of these, showing the glass NVQs that match. Don't worry if you don't see the job you are interested in listed here – it's likely that there is a suitable glass NVQ. Talk to the Glass Qualifications Authority to find out more.

JOBS INVOLVED	NVQs TO MATCH
Making up frames eg. window/door/conservatory/curtain walling (PVCu/aluminium/wooden)	Production of Glass Supporting Fabrications levels 2 & 3
Installing and/or surveying windows/doors/conservatories/curtain walling	Fenestration Installation level 2 and Fenestration Installation and Surveying level 3
Glazing – installation and maintenance: construction/emergency/fire-resistant/maintenance	Glazing Installation and Maintenance levels 2 & 3
Replacing and repairing damaged windscreens and vehicle glass	Automotive Glazing levels 2 & 3
Processing glass – eg. cutting, machining, blowing, operating machinery to process glass, treating glass products, glass decorating	Glass Processing levels 2 & 3
Controlling raw materials for glass-making; operating glass making equipment and forming glass products	Glass Manufacturing levels 2 & 3

Your Move...

- If you are employed, talk to your employer or your company's personnel department or ask your trade union representative (also, pick up our UK Competitiveness Guide for Employers: GQA Glass NVQs).
- Contact the Glass Qualifications Authority to find out about your nearest GQA approved centre.
- Call in at your government approved funding organisation eg. Local Learning and Skills Council.



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