Qualification Title: GQA Level 6 NVQ Diploma in Construction Contracting Operations Management

Qualification Number: 603/2514/8

Qualification Specification

# Who is this qualification for?

This qualification is aimed at those who are involved in the Management of Construction Contracting Operations. It is not expected that candidates working in this role have the same responsibilities or requirements so the qualification has a number of pathways to suit a wide range of activities. This qualification is at Level 6, although some units may be at different levels and is primarily aimed at those already carrying out managerial responsibilities. The qualification is structured to ensure that there is a high degree of flexibility within the pathways and units available and will allow employees from companies of all sizes and specialisms equal opportunity to complete.

There are other Mangaerial qualifications for Construction roles available from GQA for those who are not involved in managing Contracting Operations. More information can be found at [www.gqaqualifications.com](http://www.gqaqualifications.com).

# Entry requirements

There are no formal entry requirements for learners undertaking this qualification. However, centres must ensure that learners have the potential and opportunity to gain the qualification successfully.

# CSCS Cards

On completion of this qualification and either the CITB Health, Safety and Environmental touch screen test or the GQA Health and Safety assessment paper you will be eligible to apply for a full GQA CSCS Card. The health and safety evidence must have been completed within the 2 years preceding application. Once registered you will be eligible to apply for a temporary card provided you also meet the health and safety requirements. For more information please see: <https://gqaqualifications.com/construction-skills-certification-scheme/>

# Qualification support

This qualification has been designed and developed by GQA Qualifications with the support of ConstructionSkills.

# Regulatory information

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| Countries offered in:  | England, Northern Ireland |
| Qualification type: | Occupational Qualification |
| Subject/sector areas  | Building and construction |
| Qualification operational start date:  | 01-Nov-2017 |
| Qualification review date:  | 31-May-2021 |
| Applicable age ranges (years):  | 16-18, 19+ |

# Further information

Further information about this qualification can be obtained from: [www.gqaqualifications.com/qualifications](http://www.gqaqualifications.com/qualifications)

You can also contact GQA Qualifications directly at:

GQA Qualifications Ltd, Unit 1, Provincial House, Sheffield S4 7WW.

Tel 01142 720033, email to info@gqaqualifications.com

# Qualification achievement

The qualification consists of 4 mandatory units with a credit value of 31 credits, candidates must also achieve the required credits from the selected pathway.

GQA qualifications are made up of units that have a credit value or credits. These credits must be achieved in the correct combination of mandatory and optional units. Qualifications are now required to indicate the total qualification time (TQT), this is to show the typical time it will take someone to attain the required skills and knowledge to meet the qualification criteria.

The units of assessment set out learning outcomes which describe what learners need to be able to do and understand. The learning outcomes are defined by assessment criteria which are used to assess competence, expressed as skills achieved and learned knowledge and understanding, to achieve the units. Achievement of the mandatory unit and optional units will mean the qualification has been completed and will be subject to approval of a claim for certification. GQA Qualifications will issue a certificate complete with the learner’s name, the qualification and unit titles and the credits achieved.

# Qualification Structure

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| **Qualification Title:**  | GQA Level 6 NVQ Diploma in Construction Contracting Operations Management |
| **Qualification Number (QAN):** | 603/2514/8 |
| **Total Credits:** | 81 |
| **Total Qualification Time (TQT):** | 810 |
| The qualification consists of 4 mandatory units with a credit value of 31 credits, candidates must also achieve the required credits from the selected pathway. |
| **Unit number**  | **Title**  | **Level** | **Credit** |
| **Mandatory Units** |
| D/616/5826 | Maintain health, safety and welfare systems in construction contracting operations management | 6 | 10 |
| R/616/5824 | Chair meetings and take decisions in construction contracting operations management | 6 | 8 |
| Y/616/5825 | Develop and maintain working relationships and personal development in construction contracting operations management | 6 | 8 |
| K/508/5127 | Plan, allocate and monitor work of a team in own area of responsibility | 4 | 5 |
| **Pathway 1-General (minimum 50 credits required)** |
| H/616/5827 | Plan measured surveys in construction contracting operations management | 6 | 14 |
| K/616/5828 | Establish the condition of property in construction contracting operations management | 6 | 14 |
| H/616/5830 | Identify, assess and evaluate project requirements in construction contracting operations management | 6 | 18 |
| K/616/5831 | Develop and agree detailed project designs in construction contracting operations management | 6 | 20 |
| A/616/5834 | Specify and control production documents in construction contracting operations management | 6 | 18 |
| F/616/5835 | Prepare procurement schedules and programmes of works in construction contracting operations management | 6 | 16 |
| L/616/5837 | Implement strategic and integrated supply chain management and sourcing partnerships in construction contracting operations management | 6 | 20 |
| K/616/5845 | Obtain tenders and appoint successful contractors in construction contracting operations management | 6 | 12 |
| A/616/5848 | Evaluate enquiries and submit tenders in construction contracting operations management | 6 | 12 |
| F/616/5849 | Evaluate work methods and programme in construction contracting operations management | 6 | 13 |
| A/616/5851 | Analyse, monitor and optimise materials, plant and services in construction contracting operations management | 6 | 13 |
| J/616/5853 | Control contract work in construction contracting operations management | 6 | 13 |
| R/616/5855 | Optimise and control contract progress and costs in construction contracting operations management | 6 | 13 |
| Y/616/5856 | Prepare and agree contract accounts and entitlement in construction contracting operations management | 6 | 14 |
| **Pathway 2-Estimating Pathway Mandatory Units** |
| H/616/5830 | Identify, assess and evaluate project requirements in construction contracting operations management | 6 | 18 |
| K/616/5831 | Develop and agree detailed project designs in construction contracting operations management | 6 | 20 |
| A/616/5834 | Specify and control production documents in construction contracting operations management | 6 | 18 |
| F/616/5835 | Prepare procurement schedules and programmes of works in construction contracting operations management | 6 | 16 |
| L/616/5837 | Implement strategic and integrated supply chain management and sourcing partnerships in construction contracting operations management | 6 | 20 |
| K/616/5845 | Obtain tenders and appoint successful contractors in construction contracting operations management | 6 | 12 |
| A/616/5848 | Evaluate enquiries and submit tenders in construction contracting operations management | 6 | 12 |
| F/616/5849 | Evaluate work methods and programme in construction contracting operations management | 6 | 13 |
| A/616/5851 | Analyse, monitor and optimise materials, plant and services in construction contracting operations management | 6 | 13 |
| J/616/5853 | Control contract work in construction contracting operations management | 6 | 13 |
| R/616/5855 | Optimise and control contract progress and costs in construction contracting operations management | 6 | 13 |
| Y/616/5856 | Prepare and agree contract accounts and entitlement in construction contracting operations management | 6 | 14 |
| **Pathway 2-Estimating Pathway Mandatory Units** |
| H/616/5830 | Identify, assess and evaluate project requirements in construction contracting operations management | 6 | 18 |
| K/616/5845 | Obtain tenders and appoint successful contractors in construction contracting operations management | 6 | 12 |
| A/616/5848 | Evaluate enquiries and submit tenders in construction contracting operations management | 6 | 12 |
| **Pathway 2-Estimating Pathway Optional Units (minimum 12 credits)** |
| H/616/5827 | Plan measured surveys in construction contracting operations management | 6 | 14 |
| K/616/5828 | Establish the condition of property in construction contracting operations management | 6 | 14 |
| K/616/5831 | Develop and agree detailed project designs in construction contracting operations management | 6 | 20 |
| A/616/5834 | Specify and control production documents in construction contracting operations management | 6 | 18 |
| F/616/5835 | Prepare procurement schedules and programmes of works in construction contracting operations management | 6 | 16 |
| L/616/5837 | Implement strategic and integrated supply chain management and sourcing partnerships in construction contracting operations management | 6 | 20 |
| F/616/5849 | Evaluate work methods and programme in construction contracting operations management | 6 | 13 |
| J/616/5853 | Control contract work in construction contracting operations management | 6 | 13 |
| R/616/5855 | Optimise and control contract progress and costs in construction contracting operations management | 6 | 13 |
| Y/616/5856 | Prepare and agree contract accounts and entitlement in construction contracting operations management | 6 | 14 |
| A/616/5851 | Analyse, monitor and optimise materials, plant and services in construction contracting operations management | 6 | 13 |
| **Pathway 3-Buying Pathway Mandatory Units** |
| H/616/5830 | Identify, assess and evaluate project requirements in construction contracting operations management | 6 | 18 |
| L/616/5837 | Implement strategic and integrated supply chain management and sourcing partnerships in construction contracting operations management | 6 | 20 |
| A/616/5851 | Analyse, monitor and optimise materials, plant and services in construction contracting operations management | 6 | 13 |
| **Pathway 3-Buying Pathway Optional Units (minimum 12 credits)** |
| H/616/5827 | Plan measured surveys in construction contracting operations management | 6 | 14 |
| K/616/5828 | Establish the condition of property in construction contracting operations management | 6 | 14 |
| K/616/5831 | Develop and agree detailed project designs in construction contracting operations management | 6 | 20 |
| A/616/5834 | Specify and control production documents in construction contracting operations management | 6 | 18 |
| F/616/5835 | Prepare procurement schedules and programmes of works in construction contracting operations management | 6 | 16 |
| A/616/5848 | Evaluate enquiries and submit tenders in construction contracting operations management | 6 | 12 |
| F/616/5849 | Evaluate work methods and programme in construction contracting operations management | 6 | 13 |
| J/616/5853 | Control contract work in construction contracting operations management | 6 | 13 |
| R/616/5855 | Optimise and control contract progress and costs in construction contracting operations management | 6 | 13 |
| Y/616/5856 | Prepare and agree contract accounts and entitlement in construction contracting operations management | 6 | 14 |
| K/616/5845 | Obtain tenders and appoint successful contractors in construction contracting operations management | 6 | 12 |
| **Pathway 4-Planning Pathway Mandatory Units** |
| H/616/5830 | Identify, assess and evaluate project requirements in construction contracting operations management | 6 | 18 |
| F/616/5849 | Evaluate work methods and programme in construction contracting operations management | 6 | 13 |
| F/616/5835 | Prepare procurement schedules and programmes of works in construction contracting operations management | 6 | 16 |
| **Pathway 4 Planning Pathway Optional Units (minimum 12 credits)** |
| H/616/5827 | Plan measured surveys in construction contracting operations management | 6 | 14 |
| K/616/5828 | Establish the condition of property in construction contracting operations management | 6 | 14 |
| K/616/5831 | Develop and agree detailed project designs in construction contracting operations management | 6 | 20 |
| A/616/5834 | Specify and control production documents in construction contracting operations management | 6 | 18 |
| A/616/5851 | Analyse, monitor and optimise materials, plant and services in construction contracting operations management | 6 | 13 |
| A/616/5848 | Evaluate enquiries and submit tenders in construction contracting operations management | 6 | 12 |
| J/616/5853 | Control contract work in construction contracting operations management | 6 | 13 |
| R/616/5855 | Optimise and control contract progress and costs in construction contracting operations management | 6 | 13 |
| Y/616/5856 | Prepare and agree contract accounts and entitlement in construction contracting operations management | 6 | 14 |
| K/616/5845 | Obtain tenders and appoint successful contractors in construction contracting operations management | 6 | 12 |
| L/616/5837 | Implement strategic and integrated supply chain management and sourcing partnerships in construction contracting operations management | 6 | 20 |
| **Pathway 5 Quantity Surveying Mandatory Units** |
| A/616/5834 | Specify and control production documents in construction contracting operations management | 6 | 18 |
| R/616/5855 | Optimise and control contract progress and costs in construction contracting operations management | 6 | 13 |
| Y/616/5856 | Prepare and agree contract accounts and entitlement in construction contracting operations management | 6 | 14 |
| **Pathway 5 Quantity Surveying -Pathway Optional Units (minimum 12 credits)** |
| H/616/5827 | Plan measured surveys in construction contracting operations management | 6 | 14 |
| K/616/5828 | Establish the condition of property in construction contracting operations management | 6 | 14 |
| H/616/5830 | Identify, assess and evaluate project requirements in construction contracting operations management6 | 6 | 18 |
| K/616/5831 | Develop and agree detailed project designs in construction contracting operations management | 6 | 20 |
| F/616/5835 | Prepare procurement schedules and programmes of works in construction contracting operations management | 6 | 16 |
| L/616/5837 | Implement strategic and integrated supply chain management and sourcing partnerships in construction contracting operations management | 6 | 20 |
| K/616/5845 | Obtain tenders and appoint successful contractors in construction contracting operations management | 6 | 12 |
| **Pathway 4-Planning Pathway Mandatory Units**  |
| H/616/5830 | Identify, assess and evaluate project requirements in construction contracting operations management | 6 | 18 |
| F/616/5849 | Evaluate work methods and programme in construction contracting operations management | 6 | 13 |
| F/616/5835 | Prepare procurement schedules and programmes of works in construction contracting operations management | 6 | 16 |
| **Pathway 4 Planning Pathway Optional Units (minimum 12 credits)** |
| H/616/5827 | Plan measured surveys in construction contracting operations management | 6 | 14 |
| K/616/5828 | Establish the condition of property in construction contracting operations management | 6 | 14 |
| K/616/5831 | Develop and agree detailed project designs in construction contracting operations management | 6 | 20 |
| A/616/5834 | Specify and control production documents in construction contracting operations management | 6 | 18 |
| A/616/5851 | Analyse, monitor and optimise materials, plant and services in construction contracting operations management | 6 | 13 |
| A/616/5848 | Evaluate enquiries and submit tenders in construction contracting operations management | 6 | 12 |
| J/616/5853 | Control contract work in construction contracting operations management | 6 | 13 |
| R/616/5855 | Optimise and control contract progress and costs in construction contracting operations management | 6 | 13 |
| Y/616/5856 | Prepare and agree contract accounts and entitlement in construction contracting operations management | 6 | 14 |
| K/616/5845 | Obtain tenders and appoint successful contractors in construction contracting operations management | 6 | 12 |
| L/616/5837 | Implement strategic and integrated supply chain management and sourcing partnerships in construction contracting operations management | 6 | 20 |
| **Pathway 5 Quantity Surveying Mandatory Units** |
| A/616/5834 | Specify and control production documents in construction contracting operations management | 6 | 18 |
| R/616/5855 | Optimise and control contract progress and costs in construction contracting operations management | 6 | 13 |
| Y/616/5856 | Prepare and agree contract accounts and entitlement in construction contracting operations management | 6 | 14 |
| **Pathway 5 Quantity Surveying -Pathway Optional Units (minimum 12 credits)** |
| H/616/5827 | Plan measured surveys in construction contracting operations management | 6 | 14 |
| K/616/5828 | Establish the condition of property in construction contracting operations management | 6 | 14 |
| H/616/5830 | Identify, assess and evaluate project requirements in construction contracting operations management | 6 | 18 |
| K/616/5831 | Develop and agree detailed project designs in construction contracting operations management | 6 | 20 |
| F/616/5835 | Prepare procurement schedules and programmes of works in construction contracting operations management | 6 | 16 |
| L/616/5837 | Implement strategic and integrated supply chain management and sourcing partnerships in construction contracting operations management | 6 | 20 |
| K/616/5845 | Obtain tenders and appoint successful contractors in construction contracting operations management | 6 | 12 |
| A/616/5848 | Evaluate enquiries and submit tenders in construction contracting operations management | 6 | 12 |
| F/616/5849 | Evaluate work methods and programme in construction contracting operations management | 6 | 13 |
| A/616/5851 | Analyse, monitor and optimise materials, plant and services in construction contracting operations management | 6 | 13 |
| J/616/5853 | Control contract work in construction contracting operations management | 6 | 13 |

# Assessment

The qualification must be assessed using the following assessment method:

* Portfolio of Evidence

Learners are required to achieve all learning outcomes within units of assessment. All assessment is subject to internal quality assurance within approved centres providing this qualification. External quality assurance of assessment and internal quality assurance within approved centres is provided by GQA Qualifications.