

National Vocational Certificate in Hospitality and Tourism (Level 4) (Advanced Commercial Cookery Skills)

level of qualification: 4

credit total: 336-339

	Compulsory	Elective
level 1 credits:	-	-
level 2 credits:	66	-
level 3 credits:	128	15
level 4 credits:	117	48
level 5 credits:	-	8
minimum totals:	311	25

registration date: 17 November 2012

scheduled review date: 2017

body responsible for the qualification:

Hospitality and Tourism Industry Skills Committee of the Namibia Training Authority

other bodies whose unit standards are included in the qualification:

None.

1 purpose

This qualification recognises people who have the competencies required for working in the kitchen area of a hospitality establishment, preparing, cooking and presenting a range of dishes to an advanced level for service to guests and/or customers. This qualification also recognises abilities in first line supervision and/or management skills within a commercial kitchen environment.

In keeping with the competency needs of this sector and the country, training programmes linked to this qualification should include comprehensive attention to health and relationship matters associated with such things as HIV and AIDS, sexually transmitted infections, tuberculosis, and malaria. Such attention could be given in the context of training associated with Unit 42 included in this qualification.

This qualification builds on the *National Vocational Certificate in Hospitality and Tourism (Level 3) (Core Commercial Cookery Skills)* and offers certification for people who have chosen to progress a culinary career pathway in the Hospitality and Tourism sector beyond that of a Junior Chef (Commis Chef). The credits required for the Level 3 qualification have been included in this qualification.

outcome for whole qualification

Holders of this qualification are able to prepare, cook and present a range of dishes across a range of advanced styles and techniques for service to guests, customers and/or clients and to undertake first line supervision and/or management tasks within a commercial kitchen.

2 regulations for the qualification

2.1 summary of qualification requirements

This qualification will be awarded to people who have attained the credits listed in the Compulsory set and who have attained a *minimum* of 25 credits from the Elective set.

2.2 detailed qualification requirements

Compulsory

All the unit standards listed below are required.

FIELD: SERVICES AND LIFE SCIENCES

Subfield: Hospitality and Tourism

Domain: Hospitality – Core Skills

Unit No.	Unit Standard Title	Level	Credit
42	Follow workplace health, safety and hygiene procedures in a hospitality establishment	2	6
43	Prepare for and provide customer care in a hospitality establishment	2	4
44	Work with colleagues and customers in a culturally diverse hospitality environment	2	3
45	Conduct basic oral and written workplace communication in English in a hospitality establishment	2	5
47	Dispose of waste in a hospitality establishment	2	4
48	Conserve resources and report maintenance requirements in a hospitality establishment	2	3
49	Organise own work in a hospitality establishment	3	2
51	Demonstrate general cleaning techniques for premises and equipment in a hospitality establishment	2	6
52	Use business communication devices in a hospitality establishment	2	6
53	Provide basic information on tourist attractions in Namibia	2	3
267	Assist colleagues and provide service to guests in a hospitality establishment	3	4
268	Demonstrate knowledge of the hospitality industry and related jobs and career pathways	2	5

269	Use English in written and oral form to perform duties in a hospitality establishment	3	6
271	Receive, store, and rotate stock and supplies and report on stocks in a hospitality establishment	3	4
282	Promote products, services and guest relations in a hospitality establishment	3	3
283	Provide information on Namibia to guests in a hospitality establishment	3	4
503	Apply first aid in a hospitality establishment	3	5
510	Monitor, coach and administer staff in a hospitality establishment	4	8
511	Train staff in job skills in a hospitality establishment	4	8
515	Coordinate control of stock and supplies in a hospitality establishment	4	8
516	Conduct basic workplace oral communication in an Asian, African or European language other than English in a hospitality establishment	2	4
517	Facilitate effective workplace relationships in a hospitality establishment	4	8
522	Contribute to workplace improvements in a hospitality establishment	3	5
1079	Implement procedures for lost and found items in a hospitality establishment	2	2

Domain: Commercial Cookery and Catering

Unit No.	Unit Standard Title	Level	Credit
61	Identify food items and basic ingredients in a hospitality establishment	2	5
62	Undertake pre-preparation of food items in a hospitality establishment	2	4
63	Clean food production areas, equipment and utensils in a hospitality establishment	2	4
292	Practice food safety methods in a hospitality establishment	3	5
308	Plan to implement a menu in a hospitality establishment	3	4
309	Demonstrate knowledge of common types and uses of food preparation equipment in a hospitality establishment	2	2
310	Demonstrate knowledge of terminology used in food preparation and cookery	3	3
311	Handle, clean and maintain knives in a hospitality establishment	3	4
312	Apply knowledge of basic nutrition in food preparation and service	3	3
313	Set up and close down the food preparation area in a hospitality establishment	3	4

314	Prepare and present sandwiches in a hospitality establishment	3	6
315	Prepare, cook and present appetisers and salads in a hospitality establishment	3	6
316	Prepare, cook and present egg and dairy dishes in a hospitality establishment	3	5
317	Prepare, cook and present fruit and vegetable dishes in a hospitality establishment	3	5
318	Prepare, cook and present rice, pasta and pulse dishes in a hospitality establishment	3	6
319	Prepare, cook and present meat, poultry and fish dishes in a hospitality establishment	3	8
320	Prepare, bake and present a range of bakery products in a hospitality establishment	3	7
321	Prepare and cook food using a range of cooking methods in a hospitality establishment	3	12
504	Advise others on different cooking methods as part of hospitality operations	4	8
505	Prepare and cook stocks, sauces and soups in a hospitality establishment	3	5
506	Prepare and cook desserts and pastries	3	6
507	Prepare and present pâté, terrines and galatines in a hospitality establishment	4	8
532	Monitor a food quality and food safety programme in a hospitality establishment	4	10
533	Apply advanced food preparation techniques to cook specialized meat, poultry and game dishes	4	8
534	Apply advanced food preparation techniques to cook specialized fish and seafood dishes	4	8
1080	Prepare, cook and present specialised international cuisine	4	8
1081	Prepare, cook and present indigenous cuisine	4	8
1083	Smoke food for use in a hospitality establishment	4	6
1085	Freeze food for use in a hospitality establishment	3	5
1086	Make fruit and/or vegetable preserves for use in a hospitality establishment	4	8
1089	Apply advanced food preparation techniques to cook specialised baked products, desserts and pastries	4	8

Domain: Food and Beverage Service

Unit No.	Unit Standard Title	Level	Credit
526	Plan and prepare menus that address dietary, nutritional and cultural requirements of guests in a hospitality establishment	4	5

Elective

A minimum of 25 credits is required from the following unit standards.

FIELD: SERVICES AND LIFE SCIENCES

Subfield: Hospitality and Tourism

Domain: Hospitality – Core Skills

Unit No.	Unit Standard Title	Level	Credit
509	Implement workplace health, safety and security procedures in a hospitality establishment	4	8
512	Implement work operations in a hospitality establishment	4	8
513	Maintain financial records and systems in a hospitality establishment	4	8
550	Conduct routine workplace oral communication in an Asian, African or European language other than English in a hospitality establishment	3	10

Domain: Commercial Cookery and Catering

Unit No.	Unit Standard Title	Level	Credit
535	Plan, cost and control menu-based catering in a hospitality establishment	4	10
1084	Dry food for use in a hospitality establishment	4	6
1087	Prepare, process and finish chocolate coatings and couverture-based products	5	8
1088	Operate a deep fryer in a hospitality establishment	3	5

Domain: Food and Beverage Service

Unit No.	Unit Standard Title	Level	Credit
531	Supervise buffet and banquet setup and service	4	8

3 Credit recognition and transfer arrangements

Credits for any version of a unit standard with the same identification number will be recognised in the award of this qualification.

4 Special Arrangements

Providers wishing to offer training and/or assessment linked to any or all of the unit standards making up this qualification are strongly urged to seek and obtain Registration and Accreditation to do so from the relevant authorities in Namibia.

Special Arrangements may apply to the accreditation of providers offering learning pathways to and/or undertaking assessment relating to all unit standards

listed in this qualification in other Subfields and Domains. These Special Arrangements are available from:

Namibia Qualifications Authority
44 Bismarck St.
Windhoek
Namibia
Telephone number: 061-384116
Facsimile number: 061-384114
Email: info@namqa.org

Namibia Training Authority
Rand Street
Khomasdal
Namibia
Telephone number: 061-27 9550
Facsimile number: 061-27 9551
Email: info@nta.com.na

5 transition arrangements

5.1 non National Qualifications Framework transition

None.

5.2 National Qualifications Framework transition

This is the first version of this qualification.

This qualification replaces Q0071 *National Vocational Certificate in Hospitality and Tourism (Level 4) (Food Preparation)*. Q0071 will not be awarded as from 31 December 2013. People currently working towards Q0071 are advised to transfer their existing credit awards to this replacement qualification at any time during 2012 and beyond.

People holding qualification Q0071 will continue to have their qualification recognised within the Hospitality and Tourism industry in terms of meeting relevant career and further learning entry and/or progression requirements.