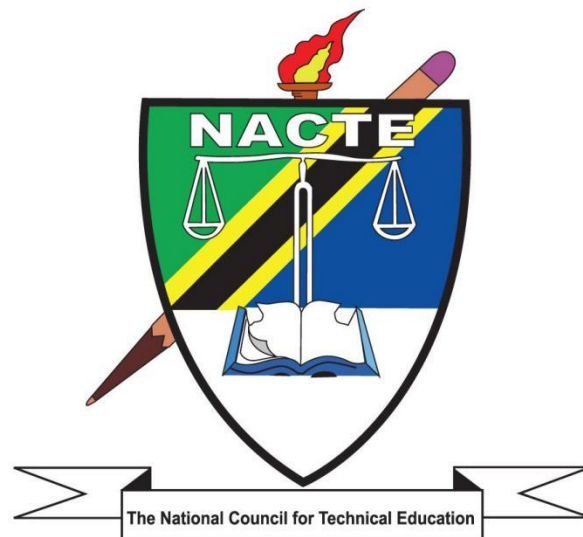


NATIONAL COUNCIL FOR TECHNICAL EDUCATION



NOVEMBER 2022

PROPOSED OCCUPATIONAL STANDARDS

OCCUPATION: FOOD SCIENCE AND TECHNOLOGIST

LEVEL: NTA 7

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FOREWORD

The National Council for Technical Education (NACTE) is a corporate body established by the National Council for Technical Education Act, Cap.129. The Act provides a legal framework for the Council to coordinate the provision of technical education and training in Tanzania. The mandate of NACTE is three-fold, namely; Regulatory, Quality Assurance and Policy Advisory.

In discharging its mandate, the Council has been charged with the responsibilities, among others, to:

- (a) assist technical institutions in the transmission of knowledge, principles and training in the field of technical education and training for the benefit of the people of Tanzania;
- (b) assist technical institutions in the overall development of the quality of education they provide and to promote and to maintain approved academic standards;
- (c) establish and make awards in technical education which are consistent in standard and comparable to related awards in Tanzania and internationally;
- (d) ensure that the quality of education required for the awards is met and maintained throughout the duration of the delivery of the course.

In the course of execution of these responsibilities, the Council has been instituting various measures aiming at advancing the quality of training provided in technical institutions in respect of the changing demands of the labour market, both local and international.

To achieve the above obligation, NACTE, under the Ministry of Education, Science and Technology implemented the East Africa Skills for Transformation and Regional Integration Project (EASTRIP), a project aiming at promoting regional integration through supporting the regional corridors and sector markets, developing common standards and qualifications, and promoting mobility of students, faculty, and graduates. The project supports the Government of Tanzania to address shortage of skills in five sectors namely:

- (a) Energy;
- (b) Construction;
- (c) Information and Communication Technology (ICT);
- (d) Transportation;
- (e) Agribusiness.

To address the skills, miss-match and shortage in the five (5) sectors in the country, the project funded, among others, a component of Development of Occupational Standards for Technical and Vocational Education and Training (TVET). In this regard, NACTE endeavoured to identify qualified and highly experienced experts in the five sectors from both the industry and training institutions to carry out the development of Occupational Standards. The exercise was carried out at Morogoro Teachers College – Morogoro from 27th August to 24th September, 2021. The output of the exercise is Occupational Standards for 14 occupations. Occupational standards for Renewable Energy are among the occupational standards for 14 occupations which have been developed.

Since Occupational Standards are statements of work performance reflecting the ability to successfully complete the functions required in an occupation, as well as the application of knowledge, skills, attitudes and understanding in an occupation, it is the Council’s expectations that the developed standards will form a robust base for decision making and provide explicit guidance to policy makers, curriculum developers, educators, employers and other stakeholders in matters related to manpower planning as well as execution of Technical and Vocational Education and Training undertakings.

Prof. J. W. Kondoro
CHAIRMAN

Dar es Salaam
OCTOBER 2022

ACKNOWLEDGEMENT

The National Council for Technical Education (NACTE) is charged with the mandate to be the Quality Assurance organ of the Government in matters related to Technical and Vocational Education and Training (TVET) and production of qualified manpower for both local and international labour markets. In order to realize this obligation, NACTE endeavours to institute policies, guidelines and standards and to set the quality benchmarks for training institutions.

However, this is only possible if there is a strong base, linking the training institutions on one hand and the demands of the industry/labour market for relevant manpower on the other hand. Therefore, the Council undertook a step to develop Occupational Standards in sectors considered to be the engine to steer the country's desire to achieve an industrial economy. This exercise would not be a success without the input and support from our stakeholders. I am indebted to acknowledge some of them here.

I wish to acknowledge and appreciate the support from the Ministry of Education, Science and Technology through the East Africa Skills for Transformation and Regional Integration Project (EASTRIP) for the financial support which facilitated the preparation of this document. I wish also to appreciate Mrs Leah Lukindo and Eng. Dr. Simon Baregu for the tireless efforts and commitment in facilitating and guiding the standards development process, Ms. Eileen Tzamburakis, Ms. Chausiku Yakweli Ibrahim and Ms. Nuru Shirima for compiling and type setting the final document; and the NACTE Secretariat for coordinating the whole activity.

In a very special way, I wish further to extend my sincere gratitude to this team of wonderful experts who tirelessly dedicated their time and availed their invaluable intellect in the preparation of this document. I would like to recognise the colossal inputs of the following experts:

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ABBREVIATIONS

CCPs	Critical Controlling Points
FEFO	First Expiry First Out
FIFO	First In First Out
GHP	Good Hygiene Practices
GLP	Good Laboratory Practices
GMP	Good Manufacturing Practices
HACCP	Hazard Analysis Critical Control Points
ISO	Internal Standards Organization
OPRPs	Operational Prerequisite Programs
PRPs	Prerequisite Programs
TACCP	Threat Analysis Critical Control Point
VACCP	Venerability Critical Control Point
NACTE	National Accreditation Council of Technical Education
NOS	National Occupational Standards
OS	Occupational Standards
TET	Technical Education and Training
TVET	Technical and Vocational Education and Training

GLOSSARY OF TERMS

Circumstantial knowledge:	Detailed knowledge, which allows the decision-making in regard to different circumstances and cross cutting issues
Competence:	The ability to use knowledge, understanding, practical and thinking skills to perform effectively to the workplace standards required in employment.
Competency:	A description of the ability one possesses when able to perform a given occupational task effectively and efficiently.
Competency-based education:	An instructional program that derives its content from validated tasks and bases assessment on the learner's performance
Curriculum:	A description or composite of statements about “what is to be learned” by the trainee/student in a particular instructional programme; a product that states the “intended learning outcomes”.
Educational/training programme:	The complete curriculum and instruction (what and how) that is designed to prepare a person for employment in a job or other particular performance situation.
Occupation:	A specific position requires the performance of specific tasks – essentially the same tasks are performed by all employees having the same title. (Example: baker)
Occupational analysis:	A process used to identify the tasks that are important to employees in any given occupation
Occupational area:	This is a broad grouping of related jobs. Example: food service
Occupational Standards:	Specific requirements of competences people are expected to demonstrate in a particular occupational area, including

knowledge and relevant attitudes. They also act as performance tool of assessment of the pre – scribed outcomes.

Performance criteria: Indicate the expected end results or outcome in form of evaluative statements.

Skills: The ability to perform occupational tasks with a high degree of proficiency within a given occupation. Skill is conceived of as a composite of three completely interdependent components: cognitive, affective, and psychomotor.

Standards: It is a set of statement, which if proved true under working conditions, means that an individual is meeting an expected level and type of performance

Task analysis: The process of analysing each task to determine the steps, related knowledge, attitudes, performance standards, tools and materials needed, and safety concerns required of employees performing it.

Tasks: A work activity that has a definite beginning and ending, is observable or measurable, consists of two or more definite steps, and leads to a product, service, or decision.

Underpinning Knowledge: This is crucial knowledge that an individual must acquire in order to demonstrate competences that are associated in performing a given task.

Verification process: The process of having experts review and conform the importance of the task (competency) statements identified through occupational analysis. Other questions, such as the degree of task learning difficulty are also frequently asked. This process is also sometimes referred to as validation.

Occupational Competence: The application of knowledge and skills to perform

consistently to the standards required in the work context.

1.0. INTRODUCTION

Technical Education and Training (TET) is one of the most important education sub-sectors in Tanzania, responsible for developing a skilled workforce to support the country's industrialization economic agenda. Tanzania's Development Vision 2025 intends to raise the country's economy to a middle-income status. This requires a skilled workforce that is aligned with the needs of the public and private sectors of the economy. The National Council for Technical Education has begun the job of drafting Occupational Standards that will eventually be adopted as National Occupational Standards for TET in order to ensure that it meets the needs of the labour market and the country's economic agenda.

National Occupational Standards (NOS) are performance criteria that are matched with labour market demands. Each National Occupation Standard describes functions, performance standards, and knowledge/understanding for one important function or task. They combine skills, knowledge, and attitudes to describe best practice. They are useful tools for establishing job roles, personnel recruiting, supervision, and appraisal, as well as TET standards. They're also helpful for benchmarking and harmonizing qualifications on a national and international level. Standards, in general, provide a solid framework for high-quality TET that is labour market-relevant, current and consistent in delivery across all public and private institutions.

However, it must be noted that, Occupational Standards and Training standards/qualifications standards are different. Occupational standards are defined in terms of activities performed by a person in a selected occupation (e.g., an electrical engineer designs electrical wiring circuits, performs trouble shooting in electrical wiring, etc.) and they are usually defined by employers following procedures agreed upon by all stakeholders. Education and training standards are developed from the activities defined in occupational standards, and they include learning objectives to ensure that the necessary skills and knowledge are developed by a person to enable him or her to function at an agreed level in an occupation. Education and Training standards are used to define curricula in training institutions. It is however critical that there must be a direct link between the occupational standards and the training standards to respond to demands of the labour market.

In TET delivery, Tanzania adopted the Competence Based Education (CBET) approach. The CBET approach focuses on providing learners with the skills and knowledge required to meet the occupational standards. Occupational standards are thus the starting point for developing competency-based training (CBET) programs. TET institutions will be required to benchmark their curricula with relevant occupational standards.

Occupational Standards are developed based on a given occupation's current and future demands. As a result, they serve as a means of bridging the gap between the worlds of employment and technical education and training (TET).

The Food Technologist Occupation has its own set of occupational standards. The document explains how the occupational standards were developed, as well as the scope, the occupational profile in the form of DACUM charts, and the Occupational Standards.

2.0. OCCUPATIONAL STANDARD DEVELOPMENT PROCESS

The Occupational standards development process began with an examination of major documents that guide Tanzanian skill development. The 10-year National Skills Development Strategy (2016-2026) was one of the documents reviewed, and it outlined six (6) economic sectors that should be prioritized when developing skills development programmes. These sectors include: Transport and logistics, Tourism and Hospitality, Agribusiness, Construction, Energy and ICT. NACTE labour market reports were also used in the literature review to determine the skills demand in the Tanzanian labour market as a whole.

After the literature review, a workshop comprised of expert workers and educators with substantial knowledge and experience in the occupation conducted an occupational analysis utilizing the DACUM approach to produce the occupational profile. The analysis resulted in DACUM Charts, which are attached as **Appendix 1** to this document.

The workshop thereafter continued with the development of occupational standards. Experts in Occupational Analysis and development of Occupational Standards facilitated the workshop. Interviews, online surveys, and a stakeholder forum were used to validate the occupational standards. Technologists, supervisory technicians on the job, and experienced Food Technologists and Scientists were key informants in the survey to establish occupational trends. This

information was used to gain insight from the workplaces regarding trends and changes in the profession, including how well graduates are equipped for working in the occupation. A total of online surveys were completed by experts from the labour market across the country. Apart from the survey aiding in defining the scope for the occupational analysis, they served to engage a wide cross-section of experts in the occupation. The stakeholders' forum was attended by participants from different parts of the country representing various companies.

3.0. THE SCOPE AND OVERVIEW OF THE OCCUPATION STANDARDS FOR FOOD TECHNOLOGIST

The Food Technologist plays an important role in areas like food industries, food laboratories and food retailing, in ensuring quality and safety of the food product as per governing standards and procedures to attain compliance. Food Technologists are responsible for the safety and quality of products that thousands of people could eat every day. This is a big responsibility, especially with the increasing prevalence of specific dietary requirements. Food Technologists also source raw materials for food products, as well as finding the best way to combine, process, store and preserve food in order to maintain taste and nutritional value. Food technologists make sure food products are produced safely, legally and to the desired quality. The standard covers the main duties of a Food Technologist as follows:

- a) Monitor quality control in food manufacturing process
- b) Monitor food product costing
- c) Oversee food packaging materials
- d) Monitor document management program
- e) Develop new food product
- f) Improve the existing food products
- g) Establish layout of food premises
- h) Monitor the management system
- i) Oversee food manufacturing process
- j) Participate in preparation of food standards

The Occupational standards have been clustered into NTA qualification levels i.e. NTA levels 7 and 8.

4.0. VALIDITY PERIOD

The occupational standards will be valid for 3-5 years due to the fast-changing nature of technology. The review will proceed in the same manner as the previous one, with new occupational standards being developed based on current labour market Information.

5.0. OCCUPATIONAL STANDARDS

5.1. OCCUPATIONAL STANDARDS FOR FOOD SCIENCE AND TECHNOLOGIST – NTA 7

OCCUPATION	FOOD TECHNOLOGIST	OCCUPATION CODE	700
DUTY TITLE	MONITOR QUALITY CONTROL IN FOOD MANUFACTURING PROCESS	DUTY NO.	701
TASK TITLE	COORDINATE THE CALIBRATION OF FOOD PROCESSING AND TESTING EQUIPMENT AND TOOLS	TASK NO.	7011
PERFORMANCE CRITERIA	The person performing this task must be able to organize the calibration of food processing and testing equipment and tools as per approved standards governing food manufacturing and calibration procedures.		
RANGE STATEMENT	The task will be performed in food premises under the supervision of a senior Food Technologist The following equipment, tools and materials will be needed in performing the task: standard operation procedures, manuals, computer, personal protective equipment (PPE)		
EVIDENCE REQUIREMENTS			
PRACTICAL PERFORMANCE		UNDERPINNING KNOWLEDGE	
The person performing this task must be able to do the following 1. Establish a register of tools and equipment to be calibrated; 2. Establish calibration procedures and methods; 3. Determine the tools and reagents required to perform the calibration; 4. Organize calibration exercises and explain calibration results 5. Save calibration records; 6. Submit calibration records 7. Clean work area, tools and equipment; 8. Store tools and equipment; 9. Dispose of waste.		Detailed knowledge about: 1.0. Methods The person performing this task must be able to explain how to: 1.1. Establish a calibration register of food processing equipment and tools; 1.2. Determine the tools, equipment and reagents required to perform the calibration; 1.3. Organize calibration exercises and explain calibration results; 1.4. Save and submit calibration records. 2.0. Principles The person must be able to explain the principles of: 2.1. Good laboratory practices (GLP) ; 2.2. Good hygiene practices (GHP) ; 2.3. FEFO and FIFO; 2.4. Good manufacturing practices (GMP). 3.0. Theories The person must be able to explain: 3.1. Calibration procedures; 3.2. Food chemistry; 3.3. Food analysis and instrumentation; 3.4. Document management.	

	4.0. Essential skills 4.1. Computer skills; 4.2. Communication skills; 4.3. Problem solving skills; 4.4. Integrity; 4.5. Time management; 4.6. Flexibility; 4.7. Critical thinking.
DESCRIPTION OF THE END PRODUCTS / SERVICE	The food processing and testing equipment and tools are calibrated as per the approved standard procedures.
CIRCUMSTANTIAL KNOWLEDGE	Detailed knowledge about: Occupational safety and health.

OCCUPATION	FOOD TECHNOLOGIST	OCCUPATION CODE	700
DUTY TITLE	MONITOR QUALITY CONTROL IN FOOD MANUFACTURING PROCESS	DUTY NO.	701
TASK TITLE	SUPERVISE FOOD QUALITY LABORATORY TESTS	TASK NO.	7012
PERFORMANCE CRITERIA	The person performing this task must be able to supervise food quality laboratory tests as per approved standards governing food manufacturing and food laboratory test procedures.		
RANGE STATEMENT	The task will be performed in food premises under supervision of a Senior Food Technologist. The following equipment, tools and materials will be needed in performing the task: standard operating procedures, manuals, computer, personal protective equipment (PPE).		
EVIDENCE REQUIREMENTS			
PRACTICAL PERFORMANCE		UNDERPINNING KNOWLEDGE	
The person performing this task must be able to perform the following 1. Identify test methods for food analysis; 2. Inspect tools, equipment, and reagents for food quality analysis; 3. Verify food sensory quality test results; 4. Verify instrument and food chemical analysis; 5. Verify food quality laboratory test results; 6. Validate Food quality laboratory test results; 7. Document analysed food laboratory tests; 8. Present analysed food laboratory tests results to supervisor; 9. Clean work area, tools and equipment; 10. Store tools and equipment; 11. Dispose waste.		Detailed knowledge about: 1.0. Methods The person performing this task must be able to explain how to: 1.1. Inspect food quality laboratory 1.2. Inspect tools, equipment and reagents required to perform food quality laboratory test 1.3. Validate food quality laboratory test 1.4. Document and present analysed food laboratory quality test report 2.0. Principles The person must be able to explain the principles of: 2.1. Good Laboratory practices (GLP) ; 2.2. Good hygiene practices (GHP) ; 2.3. FEFO and FIFO; 2.4. Good manufacturing practices (GMP). 3.0. Theories The person must be able to explain: 3.1. Food microorganism; 3.2. Food chemistry; 3.3. Data analysis; 3.4. Food analysis and instrumentation; 3.5. Sensory evaluation program; 3.6. Document management. 4.0. Essential skills 4.1. Computer skills;	

	4.2. Communication Skills; 4.3. Problem solving Skills; 4.4. Integrity; 4.5. Time management; 4.6. Flexibility; 4.7. Critical thinking.
DESCRIPTION ON THE END PRODUCTS/ SERVICE	Food quality laboratory test is supervised as per laboratory standard procedures.
CIRCUMSTANTIAL KNOWLEDGE	Detailed knowledge about: Occupational safety and health.

OCCUPATION	FOOD TECHNOLOGIST	OCCUPATION CODE	700
DUTY TITLE	MONITOR QUALITY CONTROL IN FOOD MANUFACTURING PROCESS	DUTY NO.	701
TASK TITLE	ESTABLISH FOOD PRODUCT SHELF LIFE	TASK NO.	7013
PERFORMANCE CRITERIA	The person performing this task must be able to establish shelf life of a particular food product as per approved standards governing food manufacturing and food products shelf-life procedures		
RANGE STATEMENT	The task will be performed in food premises under supervision of a Senior Food Technologist. The following equipment, tools and materials will be needed in performing the task: standard operating procedures, manuals, computer, personal protective equipment (PPE).		
EVIDENCE REQUIREMENTS			
PRACTICAL PERFORMANCE		UNDERPINNING KNOWLEDGE	
The person performing this task must be able to perform the following 1. Determine food product shelf-life study objectives; 2. Identify food product mode of deterioration; 3. Define food products key attributes to monitor; 4. Select test method of food product; 5. Set storage conditions for food product; 6. Set target end point and testing frequency ; 7. Determine appropriate tools, tests, and control samples; 8. Carry out experimental shelf-life study; 9. Analyse shelf experimental test results for shelf life; 10. Document shelf-life study report; 11. Clean work area, tools and equipment; 12. Store tools and equipment; 13. Dispose waste.		Detailed knowledge about: 1.0. Methods The person performing this task must be able to explain how to: 1.1. Determine shelf-life study objectives of food product; 1.2. Carry out experimental shelf-life study of food product; 1.3. Analyse experimental results of food product; 1.4. Document and present shelf-life study report. 2.0. Principles The person must be able to explain the principles of: 2.1. Good laboratory practices (GLP); 2.2. Good hygiene practices (GHP); 2.3. FEFO and FIFO; 2.4. Good manufacturing practices (GMP). 3.0. Theories The person must be able to explain: 3.1. Food microorganism; 3.2. Shelf-life study; 3.3. Food chemistry; 3.4. Data analysis; 3.5. Food analysis and instrumentation; 3.6. Document management. 4.0. Essential skills 4.1. Computer skills; 4.2. Communication skills; 4.3. Problem solving skills;	

	4.4. Integrity; 4.5. Time management; 4.6. Flexibility; 4.7. Critical thinking.
DESCRIPTION OF THE END PRODUCTS / SERVICE	Shelf life of food products is established as per approved food standards and shelf-life procedures.
CIRCUMSTANTIAL KNOWLEDGE	Detailed knowledge about: Occupational safety and health.

OCCUPATION	FOOD TECHNOLOGIST	OCCUPATION CODE	700
DUTY TITLE	MONITOR QUALITY CONTROL IN FOOD MANUFACTURING PROCESS	DUTY NO.	701
TASK TITLE	CONDUCT MARKET SURVEY FOR FOOD PRODUCT	TASK NO.	7014
PERFORMANCE CRITERIA	The person performing this task must be able to conduct market survey for food product in accordance with approved food manufacturing standards.		
RANGE STATEMENT	The task will be performed in food premises under supervision of a Senior Food Technologist. The following equipment, tools and materials will be needed in performing the task: standard operating procedures, manuals, computer, personal protective equipment (PPE).		
EVIDENCE REQUIREMENTS			
PRACTICAL PERFORMANCE	UNDERPINNING KNOWLEDGE		
1. The person performing this task must be able to perform the following: 2. Establish clear goals and objectives for market survey; 3. Determine the food product to be surveyed in the market; 4. Organize market survey team; 5. Supervise the market survey exercise; 6. Obtain findings from market survey; 7. Analyse market survey findings; 8. Prepare market survey report.; 9. Clean work area, tools and equipment; 10. Store tools and equipment; 11. Dispose waste.	Detailed knowledge about: 1.0. Methods The person performing this task must be able to explain how to: 1.1. Establish market survey goals and objectives; 1.2. Carry out market survey exercise; 1.3. Analyse samples from market survey; 1.4. Document and present market survey report. 2.0. Principles The person must be able to explain the principles of: 2.1. Quality management system (QMS); 2.2. Good laboratory practices (GLP); 2.3. Good hygiene practices (GHP); 2.4. FEFO and FIFO; 2.5. Good manufacturing practices (GMP). 3.0. Theories The person must be able to explain: 3.1. Market survey; 3.2. Data analysis; 3.3. Document management. 4.0. Essential skills 4.1. Computer skills; 4.2. Communication skills;		

	4.3. Problem solving skills; 4.4. Integrity; 4.5. Time management; 4.6. Flexibility; 4.7. Critical thinking; 4.8. Report writing.
DESCRIPTION OF THE END PRODUCTS / SERVICE	Market survey for food product is conducted as per approved standards.
CIRCUMSTANTIAL KNOWLEDGE	Detailed knowledge about: Occupational safety and health.

OCCUPATION	FOOD TECHNOLOGIST	OCCUPATION CODE	700
DUTY TITLE	MONITOR QUALITY CONTROL IN FOOD MANUFACTURING PROCESS	DUTY NO.	701
TASK TITLE	CONDUCT FOOD PRODUCT FORTIFICATION	TASK NO.	7015
PERFORMANCE CRITERIA	The person performing this task must be able to conduct fortification of particular food product as per approved standards governing food manufacturing and fortification process.		
RANGE STATEMENT	The task will be performed in food premises under supervision of a Senior Food Technologist. The following equipment, tools and materials will be needed in performing the task: standard operating procedures, manuals, computer, personal protective equipment (PPE).		
EVIDENCE REQUIREMENTS			
PRACTICAL PERFORMANCE		UNDERPINNING KNOWLEDGE	
The person performing this task must be able to perform the following: 1. Select food product for fortification; 2. Determine standard method to carry out fortification; 3. Identify suitable micro nutrients for fortification; 4. Identify suitable micro nutrients dosing method; 5. Carry out fortification process; 6. Verify fortification process through product testing; 7. Document product fortification and testing results; 8. Present product fortification process and testing results to supervisor; 9. Observe health and safety when performing the task; 10. Clean work area, tools and equipment; 11. Store tools and equipment; 12. Dispose waste.		Detailed knowledge about: 1.0. Methods The person performing this task must be able to explain how to: Determine standard methods to perform fortification; 1.2. Identify suitable micronutrients for food product fortification; 1.3. Identify suitable dosing method; 1.4. Verify fortification process; 1.5. Document and present fortification report. 2.0. Principles The person must be able to explain the principles of: 2.1. Good laboratory practices (GLP); 2.2. Good hygiene practices (GHP); 2.3. FEFO and FIFO; 2.4. Good manufacturing practices (GMP). 3.0. Theories The person must be able to explain: 3.1. Fortification procedures; 3.2. Food chemistry; 3.3. Food nutrition; 3.4. Food technology; 3.5. Food biochemistry; 3.6. Food analysis and instrumentation; 3.7. Document management. 4.0. Essential skills	

	4.1. Computer skills; 4.2. Communication skills; 4.3. Problem solving skills; 4.4. Integrity; 4.5. Time management; 4.6. Quick to learn; 4.7. Flexibility; 4.8. Critical thinking.
DESCRIPTION OF THE END PRODUCTS / SERVICE	Fortification of food product is conducted as per approved standards governing food manufacturing and fortification process.
CIRCUMSTANTIAL KNOWLEDGE	Detailed knowledge about: Occupational safety and health.

OCCUPATION	FOOD TECHNOLOGIST	OCCUPATION CODE	700
DUTY TITLE	MONITOR QUALITY CONTROL IN FOOD MANUFACTURING PROCESS	DUTY NO.	701
TASK TITLE	ESTABLISH WASTE WATER TREATMENT PROCESS	TASK NO.	7016
PERFORMANCE CRITERIA	The person performing this task must be able to establish waste water treatment process as per approved standards governing food manufacturing and effluent water treatment		
RANGE STATEMENT	The task will be performed in food premises under supervision of a Senior Food Technologist. The following equipment, tools and materials will be needed in performing the task: standard operating procedures, manuals, computer, personal protective equipment (PPE)		
EVIDENCE REQUIREMENTS			
PRACTICAL PERFORMANCE		UNDERPINNING KNOWLEDGE	
The person performing this task must be able to perform the following 1. Identify requirements for establishment of effluent water treatment plant from local authorities; 2. Establish appropriate waste water treatment method; 3. Establish waste water quality test parameters; 4. Establish waste water quality testing method; 5. Supervise waste water quality laboratory testing; 6. Verify waste water treatment compliance; 7. Document waste water treatment process; 8. Observe health and safety when performing the task; 9. Clean work area, tools and equipment.; 10. Store tools and equipment; 11. Dispose waste.		Detailed knowledge about: 1.0. Methods The person performing this task must be able to explain how to; 1.1. Identify requirements for establishing effluent water treatment plant; 1.2. Supervise waste water quality laboratory testing ; 1.3. Verify waste water treatment compliance; 1.4. Document waste water treatment process records. 2.0. Principles The person must be able to explain the principles of: 2.1. Good laboratory practices (GLP); 2.2. Good hygiene practices (GHP); 2.3. FEFO and FIFO; 2.4. Good manufacturing practices (GMP). 3.0. Theories The person must be able to explain: 3.1. Waste water treatment process; 3.2. Food chemistry; 3.3. Data analysis; 3.4. Food analysis and Instrumentation; 3.5. Document management. 4.0. Essential skills 4.1. Computer skills;	

	4.2. Communication skills; 4.3. Problem solving skills; 4.4. Integrity; 4.5. Time management; 4.6. Quick to learn; 4.7. Flexibility; 4.8. Critical thinking.
DESCRIPTION OF THE END PRODUCTS / SERVICE	Waste water treatment process is established as per approved standards governing food manufacturing and effluent water treatment.
CIRCUMSTANTIAL KNOWLEDGE	Detailed knowledge about: 1. Documents handlings Occupational safety and health.

OCCUPATION	FOOD TECHNOLOGIST	OCCUPATION CODE	700
DUTY TITLE	MONITOR FOOD PRODUCT COSTING	DUTY NO.	702
TASK TITLE	DETERMINE COST OF FOOD PRODUCTION INPUTS	TASK NO	7021
PERFORMANCE CRITERIA	The person performing this task must be able to prepare a list of materials required for food production as per approved food manufacturing standards.		
RANGE STATEMENT	The task will be performed in food premises under supervision of a Senior Food Technologist. The following equipment, tools and materials will be needed in performing the task: standard operating procedures, manuals, computer, personal protective equipment (PPE).		
EVIDENCE REQUIREMENTS			
PRACTICAL PERFORMANCE		UNDERPINNING KNOWLEDGE	
The person performing this task must be able to perform the following: 1. Identify all ingredients costs related to food production; 2. Identify costs of all packaging materials for food production; 3. Determine costs of all auxiliary materials for food production; 4. Document and communicate all materials costs needed for production; 5. Clean work area.		Detailed knowledge about: 1.0. Methods The person performing this task must be able to explain how to: 1.1. Identify all materials information needed for food production; 1.2. Document and present all materials information needed for food production. 2.0. Principles The person must be able to explain the principles of: 2.1. FEFO and FIFO; 2.2. Good manufacturing practices (GMP). 3.0. Theories: The person must be able to explain: 3.1. Food production; 3.2. Document management; 3.3. Cost accounting; 3.4. Fundamental mathematics. 4.0. Essential skills 4.1. Computer skills; 4.2. Communication skills; 4.3. Problem solving skills; 4.4. Integrity; 4.5. Time management; 4.6. Quick to learn; 4.7. Flexibility;	

	4.8. Critical thinking.
DESCRIPTION OF THE END PRODUCTS / SERVICE	The cost of food production inputs is determined as per approved food manufacturing standards.
CIRCUMSTANTIAL KNOWLEDGE	Detailed knowledge about: Occupational safety and health.

OCCUPATION	FOOD TECHNOLOGIST	OCCUPATION CODE	700
DUTY TITLE	MONITOR FOOD PRODUCT COSTING	DUTY NO.	702
TASK TITLE	VERIFY QUANTITIES OF INPUTS USED IN PRODUCTION	TASK NO	7022
PERFORMANCE CRITERIA	The person performing this task must be able to verify quantities of inputs used in production of food product as per approved food manufacturing standards		
RANGE STATEMENT	The task will be performed in food premises under supervision of a Senior Food Technologist. The following equipment, tools and materials will be needed in performing the task: standard operating procedures, manuals, computer, personal protective equipment (PPE).		
EVIDENCE REQUIREMENTS			
PRACTICAL PERFORMANCE		UNDERPINNING KNOWLEDGE	
The person performing this task must be able to perform the following: 1. Verify all ingredients quantities for food production; 2. Verify all packaging materials quantities for food production; 3. Verify all auxiliary materials quantities for food production; 4. Document all materials quantities used in food production.; 5. Clean work area.		Detailed knowledge about: 1.0. Methods The person performing this task must be able to explain how to: 1.1. Verify all materials quantities usage data needed for food production; 1.2. Document and communicate all materials quantities usage data for food production. 2.0. Principles The person must be able to explain the principles of: 2.1. FEFO and FIFO; 2.2. Good manufacturing practices (GMP). 3.0. Theories The person must be able to explain: 3.1. Food production; 3.2. Cost accounting; 3.3. Basic mathematics; 3.4. Document management. 4.0. Essential skills 4.1. Computer skills; 4.2. Communication skills; 4.3. Problem solving skills; 4.4. Integrity; 4.5. Time management; 4.6. Quick to learn; 4.7. Flexibility; 4.8. Critical thinking.	

DESCRIPTION OF THE END PRODUCTS / SERVICE	Quantities of inputs used in food production are verified as per food manufacturing standards.
CIRCUMSTANTIAL KNOWLEDGE	Detailed knowledge about: Occupational safety and health.

OCCUPATION	FOOD TECHNOLOGIST	OCCUPATION CODE	700
DUTY TITLE	MONITOR FOOD PRODUCT COSTING	DUTY NO.	702
TASK TITLE	DETERMINE OVERALL FOOD PROCESSING COST	TASK NO.	7023
PERFORMANCE CRITERIA	The person performing this task must be able to determine overall food processing costs as per approved food manufacturing standards.		
RANGE STATEMENT	The task will be performed in food premises under supervision of a Senior Food Technologist The following equipment, tools and materials will be needed in performing the task: standard operating procedures, manuals, computer, personal protective equipment (PPE).		
EVIDENCE REQUIREMENTS			
PRACTICAL PERFORMANCE		UNDERPINNING KNOWLEDGE	
The person performing this task must be able to perform the following: 1. Provide utility costing data for food production; 2. Provide indirect cost (personnel, equipment and energy consumption costs) accounting data; 3. Provide data on the ingredients' costs; 4. Provide data on packaging materials costing; 5. Provide auxiliaries materials costing data ; 6. Record all materials costing for food production; 7. Submit report production supervisor; 8. Clean work area.		Detailed knowledge about: 1.0. Methods This person performing this task must be able to explain how to: 1.1. Identify all materials costing data needed for food production; 1.2. Document and communicate all material costing data for food production. 2.0. Principles The person must be able to explain the principles of: 2.1. FEFO and FIFO; 2.2. Good manufacturing practices (GMP). 3.0. Theories The person must be able to explain: 3.1. Food production; 3.2. Cost accounting; 3.3. Basic mathematics; 3.4. Document management. 4.0. Essential skills 4.1. Computer skills; 4.2. Communication skills; 4.3. Problem solving skills; 4.4. Integrity; 4.5. Time management; 4.6. Quick to learn; 4.7. Flexibility; 4.8. Critical thinking.	

DESCRIPTION OF THE END PRODUCTS / SERVICE	Overall Food processing cost is determined as per approved food manufacturing standards.
CIRCUMSTANTIAL KNOWLEDGE	Detailed knowledge about: 1. Documents handlings; Occupational safety and health.

OCCUPATION	FOOD TECHNOLOGIST	OCCUPATION CODE	700
DUTY TITLE	MONITOR FOOD PRODUCT COSTING	DUTY NO.	702
TASK TITLE	DETERMINE FOOD PRODUCTION COST	TASK NO.	7024
PERFORMANCE CRITERIA	The person performing this task must be able to determine food product costing as per approved food manufacturing standards.		
RANGE STATEMENT	The task will be performed in food premises under supervision of a Senior Food Technologist. The following equipment, tools and materials will be needed in performing the task: standard operating procedures, manuals, computer, personal protective equipment (PPE).		
EVIDENCE REQUIREMENTS			
PRACTICAL PERFORMANCE	UNDERPINNING KNOWLEDGE		
The person performing this task must be able to perform the following: 1. Analyse food materials inventory flow; 2. Compute overall food production yield; 3. Convert in-process food inventory to equivalent units; 4. Compute all applicable costs; 5. Calculate the costs per unit of finished product and in process inventory; 6. Allocate costs to units of finished product and in- process food inventory; 7. Maintain food production costing record; 8. Clean work area.	Detailed knowledge about: 1.0. Methods The person performing this task must be able to explain how to: 1. 1 Analyse all food materials inventory flow ; 1. 2 Compute all applicable costs involved in food production; 1. 3 Document food production cost. 2.0. Principles The person must be able to explain the principles of: 2.1. FEFO and FIFO; 2.2. Good manufacturing practices (GMP). 3.0. Theories The person must be able to explain: 3.1. Food production; 3.2. Cost accounting; 3.3. Basic mathematics; 3.4. Document management. 4.0. Essential skills 4.1. Computer skills; 4.2. Communication skills; 4.3. Problem solving skills; 4.4. Integrity; 4.5. Time management; 4.6. Quick to learn; 4.7. Flexibility; 4.8. Critical thinking.		
DESCRIPTION OF THE END	Food production cost is determined as per approved food		

PRODUCTS / SERVICE	manufacturing standards.
CIRCUMSTANTIAL KNOWLEDGE	Detailed knowledge about: Occupational safety and health.

OCCUPATION	FOOD TECHNOLOGIST	OCCUPATION CODE	700
DUTY TITLE	OVERSEE FOOD PACKAGING MATERIALS	DUTY NO.	703
TASK TITLE	DETERMINE SUITABLE PACKAGING MATERIALS IN FOOD MANUFACTURING	TASK NO.	7031
PERFORMANCE CRITERIA	The person performing this task must be able to determine suitable food packaging materials used in food production as per approved food packaging standards.		
RANGE STATEMENT	The task will be performed in food premises under supervision of a Senior Food Technologist. The following equipment, tools and materials will be needed in performing the task: standard operating procedures, manuals, computer, personal protective equipment (PPE).		
EVIDENCE REQUIREMENTS			
PRACTICAL PERFORMANCE		UNDERPINNING KNOWLEDGE	
The person performing this task must be able to perform the following: 1. Identify tools equipment and safety gear; 2. Identify various food packaging materials; 3. Determine properties of food product to be packaged; 4. Prepare specifications for appropriate food packaging materials; 5. Verify specifications of purchased food packaging materials; 6. Establish appropriate food packaging materials; 7. Maintain food packaging materials' records; 8. Clean work area, tools and equipment; 9. Store tools and equipment; 10. Dispose waste.		Detailed knowledge about: 1.0. Methods The person performing this task must be able to explain how to: 1.1. Identify suitable food packaging materials; 1.2. Prepare specifications for food packaging materials; 1.3. Verify purchased food packaging materials; 1.4. Document food packaging materials' records. 2.0. Principles The person must be able to explain the principles of: 2.1. FEFO and FIFO; 2.2. Good manufacturing practices (GMP). 3.0. Theories The person must be able to explain: 3.1. Food production; 3.2. Food packaging; 3.3. Document management. 4.0. Essential skills 4.1. Computer skills; 4.2. Communication skills; 4.3. Problem solving skills; 4.4. Integrity; 4.5. Time management; Quick to learn; 4.7. Flexibility; 4.8. Critical thinking skills.	

DESCRIPTION OF THE END PRODUCTS / SERVICE	Suitable materials for food packaging are determined as per approved food packaging standards.
CIRCUMSTANTIAL KNOWLEDGE	Detailed knowledge about: Occupational safety and health.

OCCUPATION	FOOD TECHNOLOGIST	OCCUPATIO N CODE	700
DUTY TITLE	OVERSEE FOOD PACKAGING MATERIALS	DUTY NO.	703
TASK TITLE	DETERMINE FOOD PACKAGING METHOD	TASK NO.	7032
PERFORMANCE CRITERIA	The person performing this task must be able to determine suitable food packaging method for use in food production as per approved food packaging standards.		
RANGE STATEMENT	The task will be performed in food premises under supervision of a Senior Food Technologist. The following equipment, tools and materials will be needed in performing the task: standard operating procedures, manuals, computer, personal protective equipment (PPE).		
EVIDENCE REQUIREMENTS			
PRACTICAL PERFORMANCE	UNDERPINNING KNOWLEDGE		
The person performing this task must be able to perform the following 1. Identify tools, equipment and safety gear; 2. Identify a variety of packaging methods; 3. Determine properties of food product to be packaged; 4. Verify efficiency of food packaging methods; 5. Select appropriate food packaging method; 6. Document food packaging methods; 7. Clean work area, tools and equipment; 8. Store tools and equipment; 9. Dispose waste.	Detailed knowledge about: 1.0. Methods The person performing this task must be able to explain how to: 1.1. Identify packaging methods for food packaging; 1.2. Verify food packaging methods efficiency; 1.3. Document food packaging methods. 2.0. Principles The person must be able to explain the principles of: 2.1. FEFO and FIFO; 2.2. Good manufacturing practices (GMP). 3.0. Theories The person must be able to explain: 3.1. Food production; 3.2. Food packaging; 3.3. Document management. 4.0. Essential skills 4.1. Computer skills; 4.2. Communication skills; 4.3. Problem solving skills; 4.4. Integrity; 4.5. Time management; 4.6. Quick to learn; 4.7. Flexibility; 4.8. Critical thinking skills.		
DESCRIPTION OF THE END	Food packaging methods are determined as per food		

PRODUCTS / SERVICE	packaging standards.
CIRCUMSTANTIAL KNOWLEDGE	Detailed knowledge about: Occupational safety and health.

OCCUPATION	FOOD TECHNOLOGIST	OCCUPATION CODE	700
DUTY TITLE	OVERSEE FOOD PACKAGING MATERIALS IN FOOD MANUFACTURING	DUTY NO.	703
TASK TITLE	SUPERVISE FOOD PACKAGING QUALITY TESTS IN FOOD MANUFACTURING	TASK NO.	7033
PERFORMANCE CRITERIA	The person performing this task must be able to supervise food packaging quality tests in food production as per approved food packaging standards.		
RANGE STATEMENT	The task will be performed in food premises under supervision of a Senior Food Technologist. The following equipment, tools and materials will be needed in performing the task: standard operating procedures, manuals, computer, personal protective equipment (PPE).		
EVIDENCE REQUIREMENTS			
PRACTICAL PERFORMANCE		UNDERPINNING KNOWLEDGE	
The person performing this task must be able to perform the following 1. Select right tools, equipment and safety gear for the task; 2. Observe health and safety precautions when performing the task; 3. Supervise tensile testing; 4. Supervise vibration testing; 5. Supervise drop impact testing; 6. Verify heat seal integrity; 7. Verify compression test; 8. Document packaging verification records; 9. Clean work area, tools and equipment; 10. Store tools and equipment; 11. Dispose waste.		Detailed knowledge about: 1.0. Methods The person performing this task must be able to explain how to: 1. 1. Supervise food packaging quality tests; 1. 2. Document and present inspection records of food packaging quality test. 2.0. Principle The person must be able to explain the principles of: 2.1. FEFO and FIFO; 2.2. Good manufacturing practices (GMP). 3.0. Theories The person must be able to explain: 3.1. Food production; 3.2. Food packaging; 3.3. Inspection procedures; 3.4. Document management. 4.0. Essential skills 4.1. Computer skills; 4.2. Communication Skills; 4.3. Problem solving Skills; 4.4. Integrity; 4.5. Time management; 4.6. Quick to learn.; 4.7. Flexibility;	

	4.8. Critical thinking.
DESCRIPTION OF THE END PRODUCTS / SERVICE	Supervision of food packaging materials quality tests is conducted as per food packaging standards.
CIRCUMSTANTIAL KNOWLEDGE	Detailed knowledge about: Occupational safety and health.

OCCUPATION	FOOD TECHNOLOGIST	OCCUPATION CODE	700
DUTY TITLE	MONITOR DOCUMENT MANAGEMENT PROGRAMME	DUTY NO.	704
TASK TITLE	ESTABLISH DOCUMENT MANAGEMENT SYSTEM	TASK NO.	7041
PERFORMANCE CRITERIA	The person performing this task must be able to establish a document management system for use in food production as per approved quality management system.		
RANGE STATEMENT	The task will be performed in food premises under supervision of a Senior Food Technologist. The following equipment, tools and materials will be needed in performing the task: standard operating procedures, manuals, computer, personal protective equipment (PPE).		
EVIDENCE REQUIREMENTS			
PRACTICAL PERFORMANCE		UNDERPINNING KNOWLEDGE	
The person performing this task must be able to perform the following: 1. Select tools, equipment and safety gear; 2. Create document management awareness; 3. Prepare document management procedure to address creation, approval revision, and tracking; 4. Document the document management system; 5. Submit the document management system to supervisor; 6. Clean work area.		Detailed knowledge about: 1.0. Methods The person performing this task must be able to explain how to: 1.1. Create awareness on document management system; 1.2. Prepare document management procedure; 1.3. Document and communicate document management system. 2.0. Principles The person must be able to explain the principles of: 2.1. Quality management; 2.2. Good manufacturing practices (GMP). 3.0. Theories The person must be able to explain: 3.1. Quality management; 3.2. Document management. 4.0. Essential skills 4.1. Computer skills; 4.2. Communication skills; 4.3. Problem solving skills; 4.4. Integrity; 4.5. Time management; 4.6. Quick to learn.;; 4.7. Flexibility; 4.8. Critical thinking.	
DESCRIPTION OF THE END		Document management system is established as per	

PRODUCTS / SERVICE	approved quality management system standards.
CIRCUMSTANTIAL KNOWLEDGE	Detailed knowledge about: Occupational safety and health.

OCCUPATION	FOOD TECHNOLOGIST	OCCUPATION CODE	700
DUTY TITLE	MONITOR DOCUMENT MANAGEMENT PROGRAMME	DUTY NO.	704
TASK TITLE	ESTABLISH RECORD MANAGEMENT SYSTEM	TASK NO.	7042
PERFORMANCE CRITERIA	The person performing this task must be able to establish record management system used in food production as per approved quality management system.		
RANGE STATEMENT	The task will be performed in food premises under supervision of a Senior Food Technologist. The following equipment, tools and materials will be needed in performing the task: standard operating procedures, manuals, computer, personal protective equipment (PPE).		
EVIDENCE REQUIREMENTS			
PRACTICAL PERFORMANCE		UNDERPINNING KNOWLEDGE	
The person performing this task must be able to perform the following: 1. Select tools, equipment and safety gear; 2. Create record keeping management system awareness; 3. Prepare record keeping management system procedure to address creation, approval, trucking and approval of records; 4. Document record keeping management system; 5. Submit record keeping management system to supervisor; 6. Clean work area.		Detailed knowledge about: 1.0. Methods: This person performing this task must be able to explain how to: 1. 1. Create record keeping management system awareness; 1. 2. Prepare record keeping management system procedure; 1. 3. Document and communicate document record keeping management system. 2.0. Principles The person must be able to explain the principles of: 2.1. Quality management system; 2.2. Good manufacturing practices (GMP). 3.0. Theories The person must be able to explain: 3.1. Record keeping; 3.2. Quality management system; 3.3. Document management. 4.0. Essential skills 4.1. Computer skills; 4.2. Communication skills; 4.3. Problem solving skills; 4.4. Integrity; 4.5. Time management; 4.6. Quick to learn; 4.7. Flexibility;	

	4.8. Critical thinking.
DESCRIPTION OF THE END PRODUCTS / SERVICE	Record management system is established as per quality management system standards.
CIRCUMSTANTIAL KNOWLEDGE	Detailed knowledge about: Occupational safety and health.

OCCUPATION	FOOD TECHNOLOGIST	OCCUPATION CODE	700
DUTY TITLE	MONITOR DOCUMENT MANAGEMENT PROGRAMME	DUTY NO.	704
TASK TITLE	PREPARE QUALITY MANAGEMENT SYSTEM DOCUMENTS	TASK NO.	7043
PERFORMANCE CRITERIA	The person performing this task must be able to prepare quality management system documents used in food production as per approved quality management system.		
RANGE STATEMENT	The task will be performed in food premises under supervision of a Senior Food Technologist. The following equipment, tools and materials will be needed in performing the task: standard operating procedures, manuals, computer, personal protective equipment (PPE).		
EVIDENCE REQUIREMENTS			
PRACTICAL PERFORMANCE		UNDERPINNING KNOWLEDGE	
The person performing this task must be able to perform the following: 1. Select right tools equipment and safety gear for the task; 2. Carry out preparation of Policies (Food safety, Quality, Health and safety); 3. Carry out preparation of manuals (Quality, Food safety, Health and safety); 4. Carry out preparation of Objectives; 5. Prepare standard operating procedures; 6. Document prepared documents; 7. Submit the developed documents to supervisor; 8. Clean work area.		Detailed knowledge about: 1.0. Methods The person performing this task must be able to explain how to; 1. 1. Prepare quality management system documents; 1. 2. Document and present quality management system documents. 2.0. Principles The person must be able to explain the principles of: 2.1. Quality management; 2.2. Good manufacturing practices (GMP). 3.0. Theories The person must be able to explain: 3.1. Record keeping; 3.2. Quality management; 3.3. Document management. 4.0. Essential skills 4.1. Computer skills; 4.2. Communication skills; 4.3. Problem solving skills; 4.4. Integrity; 4.5. Time management; 4.6. Flexibility; 4.7. Critical thinking.	
DESCRIPTION OF THE END PRODUCTS / SERVICE		Quality management system documents are prepared as per approved quality management system standards.	

CIRCUMSTANTIAL KNOWLEDGE	Detailed knowledge about: Occupational safety and health.
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TABLE 1: DACUM CHART FOR FOOD SCIENCE AND TECHNOLOGIST – LEVEL 7

DUTIES	TASK	ENABLERS
1.0. Monitor quality control in food manufacturing process	1.1. Coordinate the calibration of food processing and testing equipment and tools. 1.2. Supervise food quality laboratory tests. 1.3. Establish food product shelf life. 1.4. Conduct market survey for food product. 1.5. Conduct food product fortification. 1.6. Establish waste water treatment process.	Generic skills and knowledge • Communication skills • Computer application skills Tools and equipment • Recording files, pen, computer Worker behaviours • Team work • Communication skills • Trustworthy • Time management and commitments
2.0. Monitor food product costing	2.1. Determine costs of food production inputs. 2.2. Verify quantities of inputs used in production. 2.3. Determine overall food processing cost. 2.4. Determine food production cost.	• Generic skills and knowledge • Communication skills • Computer application skills Tools and equipment • Recording files, pen Materials • Codex alimentarius standards • International operating standards (ISO) • Local authority food standards Worker behaviours • Team work • Communication skills • Trustworthy • Time management and commitments

DUTIES	TASK	ENABLERS
3.0. Oversee food packaging materials	3. 1. Determine suitable packaging materials in food manufacturing. 3. 2. Determine food packaging method. 3. 3. Supervise food packaging quality tests in food manufacturing.	Generic skills and knowledge • Communication skills • Computer application skills Tools and equipment • Recording files, pen Materials • International operating standards (ISO) • Local authority food standards Worker behaviours • Team work • Communication skills • Trustworthy • Time management and commitments
4.0. Monitor document management program	4.1. Establish document management system. 4.2. Establish record management system. 4.3. Prepare quality management system documents.	Generic skills and knowledge • Communication skills • Computer application skills Tools and equipment • Recording files, pen Materials • International operating standards (ISO) • Local authority food standards Worker behaviours • Team work • Communication skills • Trustworthy • Time management and commitments