PROGRESS TO A CAREER IN

# Property and Facilities

You could work in **Estate Agency, Facilities Services or Management, or Types of Cleaning Businesses**

## Useful subjects to study in school

**National Subjects** (National 3, 4, 5 and Higher)

- Administration and IT
- Business
- Business Management
- Practical Craft Skills
- Practical Metalworking
- Practical Woodworking

**School/College Partnership Options**

- SfW Building Services Engineering
- NPA Administrative Activities
- NPA Administration: Office Skills and Services
- NPA Building Services Engineering
- NPA Business Skills
- NPA Business with Information Technology

**Foundation Apprenticeships**

- Business Skills

## Leaving School with Qualifications at:

**National 3, National 4, National 5**
or
**College course** at **SCQF Levels 4 and 5**

**or**

**Highers** or **College course** or **Foundation Apprenticeship** at **SCQF Level 6**

## Progression Routes

(There may also be other courses available in your local area)

**Further Education - NC, NQ, NPA and Other (SCQF Levels 4, 5 and 6)**
Access to Business, Administration Activities, Administration and IT, Administration (Office Skills and Services), Administration, Business (with Information Technology), Business Services Engineering, Enterprise and Business

**Workplace Learning - Modern Apprenticeships (SCQF Levels 5 and/or 6)**
Business Administration, Customer Service, Facilities Services

**Workplace Learning - Modern Apprenticeships (SCQF Level 7)**
Facilities Management

**Higher Education at College - HNC and HND (SCQF Levels 7 and 8)**
Administration and Information Technology, Building Services Engineering, Business (with different pathways)

**University Degree**
Although there are no specific degrees relating to this career area, any business-related, social policy or public administration degree could be useful for some careers, such as facilities management and estate agency

## Your Personal Qualities

**You are** Observant, Responsible, Sociable, Thorough

**You're interested in** Fixing Things, Helping People, Managing People or Projects, Organising Things

**Your Core Skills are** Communication, Decision Making, Numeracy, Organisation, Problem Solving, Resilience

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