

Exploring qualification routes on My World of Work Worksheet

Learning outcomes

This activity will help you to:

- ★ navigate the job profiles on My World of Work
- ★ create and bookmark qualification routes
- ★ understand that there can be different routes into careers
- ★ find out more about learning options

Activity

Introduction

This activity will help you to research different qualification routes into jobs.

On My World of Work, you can create route maps for jobs. Route maps will show you the various qualification steps you can take to progress into the job of your choice.

You will be able to see the range of routes available and can also research learning options.

Activity on next page...

Instructions



Before you start

- ★ Make sure you have set up an account on My World of Work, www.myworldofwork.co.uk and sign in
- ★ If you do not have an account, click 'register' at the top right-hand side of the homepage. If you need help to do this, watch this [video](#) on how to register



Find a job profile you wish to explore

- ★ Click on the 'My career options' section
- ★ If you have completed any of your core tools (About Me, Strengths and Skills Explorer), you will see 'View your career suggestions'
- ★ Click 'View your career suggestions' and select a job profile you would like to explore from the list of suggestions
- ★ Alternatively you can search for job profiles using the [I have a career in mind](#) tab



Create a qualification route

- ★ Now that you have selected a job profile, scroll down until you reach the section 'Create a qualification route'
- ★ You can use the 'Exploring qualification routes guide' below to help you
- ★ Select 'Discover my route' and work through the qualification route
- ★ Once you have completed your route you can print it or 'Bookmark' it into your account
- ★ You can also select 'Restart' to explore alternative routes
- ★ Were you aware of the different routes available? Anything that surprised you?
- ★ Want to research another job? Why not check out some other job profiles?



Tips to help you

- ★ You can access information about qualification routes from the To-do list in your account. www.myworldofwork.co.uk/find-your-career-route-three-easy-steps
- ★ You can find information on the different levels of some qualifications within the tool
- ★ Take time to consider the different routes on offer (vocational qualifications as well as academic ones)
- ★ Once you have completed your route, you can click 'Find a course' on your route map to find out more about local learning opportunities outside of school

Next

You can continue to review job profiles. If you have not already done so, you can complete the core tools (About Me, Strengths and Skills Explorer) to develop your career suggestions.

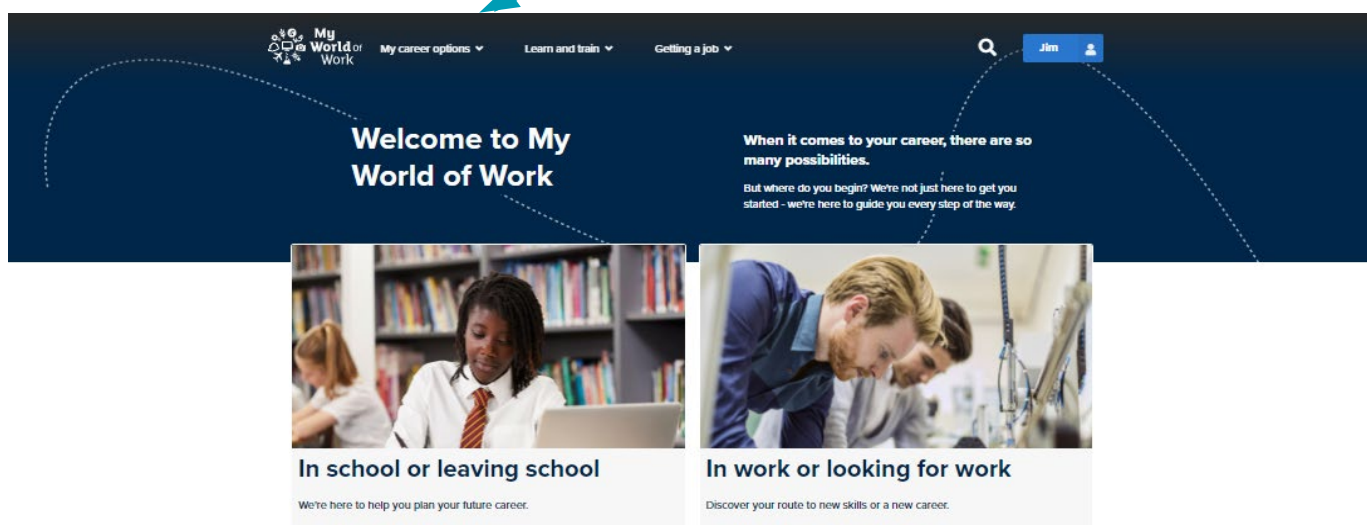
Exploring qualification routes - Guide

- ★ Use My World of Work to help you learn how to create route maps for jobs
- ★ In this activity you can find out about qualifications you'll need for the jobs you are interested in
- ★ Route maps will show you the various qualification steps you can take to progress into the job of your choice
- ★ Sign in to your My World of Work account to bookmark your results

Note: the pictures in this guide show what My World of Work looks like on a computer screen. If you use a mobile device, for example your phone or a tablet, My World of Work will look different and things may be in different places on your screen.

1. From the Home page, hover over “My career options” a pop up menu will appear
2. Select “Go to section” on this menu

My career options



The screenshot shows the My World of Work homepage. At the top, there is a navigation bar with the My World of Work logo, a search icon, and a user profile icon labeled 'Jim'. Below the navigation bar, the main content area features a large heading 'Welcome to My World of Work' and a sub-heading 'When it comes to your career, there are so many possibilities. But where do you begin? We're not just here to get you started - we're here to guide you every step of the way.' Below this, there are two main sections: 'In school or leaving school' and 'In work or looking for work'. A callout box labeled 'My career options' points to the 'My career options' menu item in the navigation bar.

Welcome to My World of Work

When it comes to your career, there are so many possibilities.
But where do you begin? We're not just here to get you started - we're here to guide you every step of the way.

In school or leaving school
We're here to help you plan your future career.

In work or looking for work
Discover your route to new skills or a new career.

3. This will take you to the My career options screen. Here you can see the core tools you have completed on My World of Work

The core tools are About Me, Strengths and Skills Explorer

- You will need to complete at least one of these to be able to select the 'View your career suggestions' option. This lets you look at job profiles that match the results from your core tools
- If you want to view all job profiles, click on the "I have a career in mind" tab. You can then search using a key word, look through an A-Z list or view job categories

The screenshot shows the 'Personalise your account' section of a website. At the top, there are three tabs: 'Give me ideas', 'I have a rough idea', and 'I have a career in mind'. The 'I have a career in mind' tab is selected and highlighted with a blue box and an arrow pointing to it from the text 'I have a career in mind'. Below the tabs, the heading 'Personalise your account' is followed by the instruction: 'Select one of the sections below to get started. The more you complete, the better career suggestions we can give you.' There are three cards: 'About me' (with a heart icon), 'Strengths' (with a star icon), and 'Skills Explorer' (with a pen icon). Below these cards, a message states: 'Now that you've completed 3 sections you can see your personalised career suggestions. These are based on your skills, interests and strengths. Complete all of the sections to get the best matches.' A purple button labeled 'View your career suggestions' with a right-pointing arrow is located to the right of this message. A blue box with the text 'View your career suggestions' and an arrow points to this button.

4. The 'View your career suggestions' gives you a list of job profiles. These are based on the results of the core tools you have completed. The job profiles will be better matched to you if you complete all three core tools.
5. You can click on various job profiles to find out more
6. Select a job profile you would like to find out more about

Show results that match my...

♥ About me

★ Strengths

✎ Skills Explorer

[Edit my profile >](#)

Job profiles

141 results



- Accommodation warden**
 Facilities and property services
 Support people who stay in sheltered housing, youth hostels and student residences and make sure the building is safe and clean for them.

♥

★

✎
- Aerospace engineer**
 Engineering
 Design and build aeroplanes, helicopters, spacecraft, satellites, missiles and rockets to make them safe and efficient.

♥

★

✎
- Agricultural consultant**
 Animals, land and environment
 Provide technical, business and financial advice and information to farmers, landowners and other agricultural staff.

♥

★

✎

Industries

11 results



- Chemical sciences**
 Make life-saving drugs or the fuels of the future.

♥

★

✎
- Construction**
 The construction industry lies at the heart of Scottish society. Learn more about how you can become part of this thriving workforce.

♥

★

✎
- Creative**
 Got big ideas? Put them into practice by becoming a producer, a sound engineer, a designer... your horizons are as broad as your imagination.

♥

★

✎
- [View all industries >](#)

You can click on a job profile title to see more information

- ★ Job profiles show details of the role and working conditions, together with salary, employment and growth figures as well as related careers
- ★ Some job profiles let you build qualification routes to the job

7. Clicking on “Discover my route” will allow a series of qualification options to be selected

Construction manager

Alternative job titles: site manager, site agent

Job category: [Construction and building](#)
Pathways: [Support](#)

Remove Bookmark
 Share

Career outlook for construction manager

<h4 style="margin: 0;">UK Salary Ranges</h4> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center; border-right: 1px solid white;"> <small>Entry-level</small> £27,000 </td> <td style="width: 50%; text-align: center;"> <small>Experienced</small> £65,000 </td> </tr> </table>	<small>Entry-level</small> £27,000	<small>Experienced</small> £65,000	<h4 style="margin: 0;">Currently employed in Scotland</h4> <p style="font-size: 1.2em; margin: 0;">12,900</p>
<small>Entry-level</small> £27,000	<small>Experienced</small> £65,000		

Salary information is provided by the "National Careers Service". "Oxford Economics" supplies job forecasts and employment figures. Due to COVID-19 the jobs market is constantly changing. Some of the information may not reflect the current situation.

What's it like?

You would supervise and direct operations on a construction project to make sure the building or structure is completed safely, on time and within the budget.

You'd manage the project on behalf of another company, your client. You'd lead and motivate the construction team and sort out any problems that arise during the project.

On small sites you might have full responsibility for the whole project. On larger sites you may be in charge of a particular section and report to a senior site manager.

Before the building work starts, you would:

- Discuss plans with architects, surveyors and buyers
- Plan work schedules using project management software
- Hire employees
- Arrange for materials to be delivered to the site
- Set up temporary offices at the site

Once construction has started, you would:

- Work closely with the workforce on site
- Check progress, costs and quality
- Make sure the work meets legal requirements and building regulations
- Report regularly to your client

You would also be the main point of contact for subcontractors and the public.

As a senior manager, you could oversee several projects at the same time.

Working conditions

Hours
You would work around 40 hours a week, Monday to Friday, possibly with some evening or weekend work to meet deadlines.

Environment
Site work would be in all weather conditions. You may sometimes have to work at heights, for example when inspecting roofing. You would wear protective clothing on site, including safety boots and a hard hat.

Travel
Some of your time would be spent travelling between sites and meeting clients and contractors.

UK employment status

Full-time	Part-time	Self employed
69%	7%	24%

Create a qualification route

We've found some examples of the qualifications that could help you get this job.

Discover my route

Discover my route

8. Select your preferred qualification option. Then, you'll find out what the next steps on your qualification route could be

Your route to:

Construction manager

Your route

National 5

Restart

Foundation Apprenticeship

Civil Engineering

SCQF 6

View more ▼

Higher

SCQF 6

English and Maths, as well as science and technology subjects, may be useful.

View more ▼

National Certificate Level 6

Built Environment

SCQF 6

View more ▼

Qualifications you select will be displayed here

Choose your qualifications

9. Work through the different levels of qualifications needed for the job
- ★ Take time to consider the different routes on offer (vocational qualifications as well as academic ones)
- ★ You can see information about some of the qualifications

Modern Apprenticeship Level 3

Construction: Technical

SCQF 6/7

View less

Modern Apprenticeships (MAs) are a job where, as well as earning a wage, you'll study towards a qualification. You need to be 16 to become a Modern Apprentice. The length of an MA varies depending on your previous skills and the type of apprenticeship. Employers will have their own entry requirements but will generally take into account experience alongside any formal qualifications.

[Find an apprenticeship](#)

Select to view more

10. Once you have completed the qualification route you can see your route map or you can select "Restart" to see other possible routes

Your route to:

Construction manager

Your route

- National 5
- Higher
- Construction Management Honours Degree

Restart

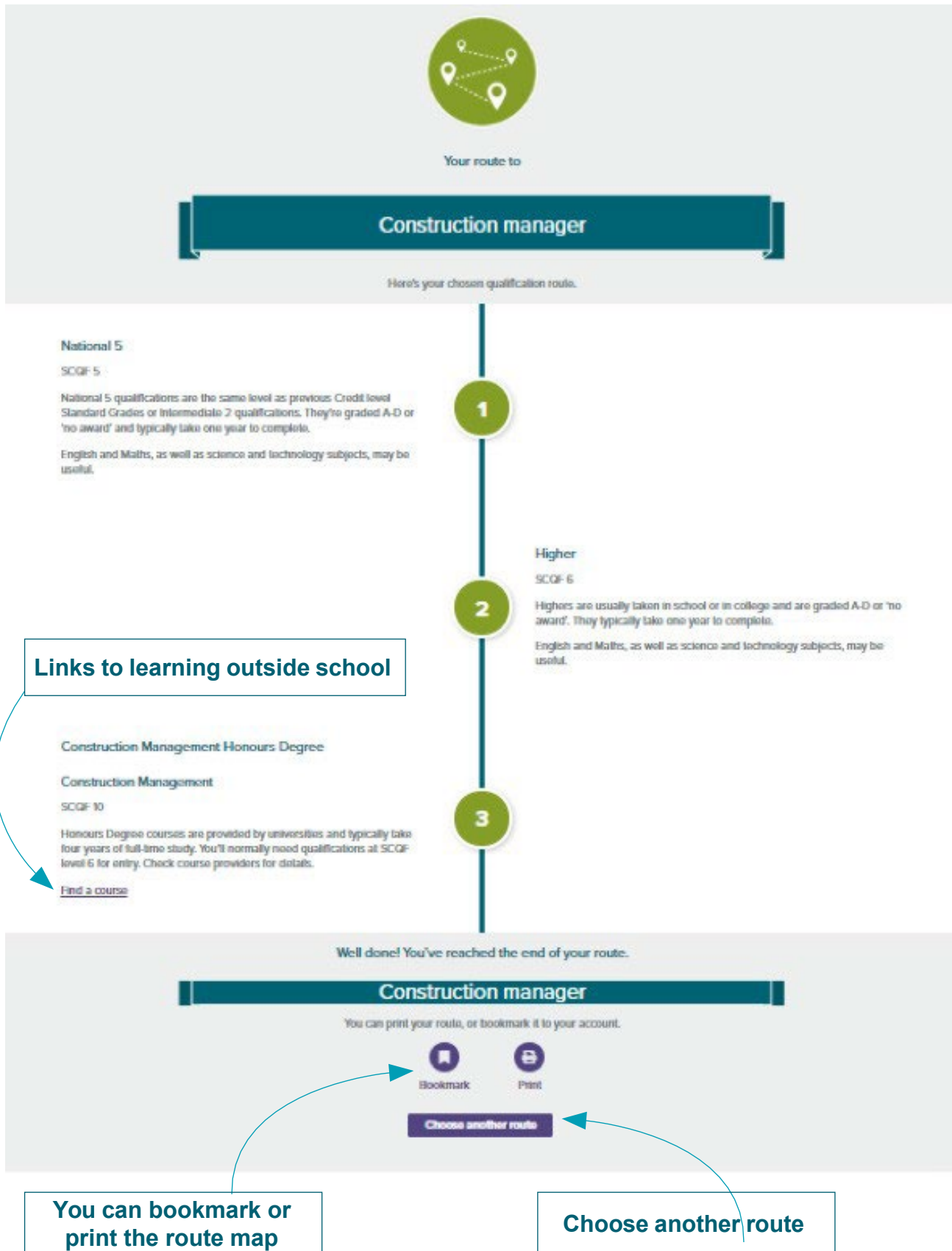
Well done! You've reached the end of your route.

See your route map

Restart

See your route map

- ★ By selecting “See your route map” this will produce a complete route map like the one below



11. Click 'Find a course' on your route map to find out more about local learning opportunities outside of school

★ You can bookmark route maps to your account or print them