PART OF nocn GROUP

QUALIFICATION SPECIFICATION

NOCN Level 2 NVQ Diploma in Tunnelling Operations (Construction)

Pathways:

- Hand Mining
- Shaft Miner
- Tunnelling Machine Operator
- Machine Tunnelling Operative
- Spoil Removal Conveyor Operative
- Tunnelling Operative
- Tunnel Transport Operator
- Sprayed Concrete Lining – Tunnelling Nozzleman
- Pipe Jacking, Box Jacking or Micro-Tunnelling Operative
- Separation Plant Operative

Qualification No: 610/4317/5

Operational Start Date: 1st September 2024

Version 2 – October 25

To know more about NOCN:

- Visit the NOCN website: **www.nocn.org.uk**
- Call the Customer Service Team: **0300 999 1177**

Introduction

NOCN is a market-leading awarding organisation that has been providing qualifications for a wide range of centres, including FE colleges and training providers, for 30 years both in the UK and internationally.

We work with centres to deliver a high quality and flexible service for learners to underpin our passionate belief in the power of education and its impact on communities and individuals.

We offer all the advantages of being with a national awarding organisation with a diverse portfolio of qualifications, alongside providing a personalised, bespoke, service to our centres and learners.

As an accredited Leader in Diversity, we are proud of our reputation as a provider of fully accessible, trusted, and flexible qualifications.

About NOCN Group

NOCN is part of NOCN Group, a progressive educational charity whose core aims are to help learners reach their potential and organisations thrive. The group includes business units specialising in regulated UK and international qualifications, end point assessment, endorsed programmes and assured short courses, Smart job cards, assessment services, consultancy, and research.

NOCN Group shares a joint purpose to offer learners, training providers, employers, and FE Colleges a fully integrated range of learning and skills development products and services.

Information about all our courses and qualifications is available from our website: www.nocn.org.uk/

Qualifications at a Glance

Title	Size
NOCN Level 2 NVQ Diploma in Tunnelling Operations (Construction)	Hand Mining: TQT: 1210 GLH: 674 Shaft Miner: TQT: 710 GLH: 474 Tunnelling Machine Operator: TQT: 1470 GLH: 701 Machine Tunnelling Operative: TQT: 760 GLH: 357 Spoil Removal Conveyor Operative: TQT: 370 GLH: 204 Tunnelling Operative: TQT: 400 GLH: 177 Tunnel Transport Operator: TQT: 450 GLH: 151 Sprayed Concrete Lining – Tunnelling Nozzleman: TQT: 1210 GLH: 461 Pipe Jacking, Box Jacking or Micro-Tunnelling Operative: TQT: 670 GLH: 454 Separation Plant Operative: TQT: 500 GLH:297
Purpose	**Target Audience**
The purpose of this qualification is to equip learners with the knowledge, competence and understanding to progress into a job role in the construction industry. Learners also have the option of progression to a higher-level qualification in their chosen trade.	This Level 2 Qualification is primarily for learners **aged 16** and above and who want to continue their education and develop their competencies and understanding of their role in Tunnelling Operations.
Content Overview	**Entry Requirements**
This Level 2 Qualification has been developed for achievement in a real workplace environment which means the learner must be employed to undertake this qualification. The qualification enables the learner, to recognise their skills, knowledge and understanding as well as demonstrating their competence in the workplace within a Tunnelling occupations role.	Learners must be able to demonstrate the requirements of the qualification and have access to required assessment opportunities and relevant resources. Please refer to specific assessment requirements on individual components for more information. Centres must undertake initial assessment activities with learners to ensure this is an appropriate qualification and they can

	achieve the level they will be studying before enrolling them onto a programme of learning. As the qualification is competency based and an NVQ, the learner must be in the role, as evidence must be generated from the workplace. Centres must verify the appropriacy of learner's employment and/or work placements, and their role and responsibilities, to ensure it will allow the learner to demonstrate the requirements of the qualification and have access to required assessment opportunities. Evidence of this must be collated during the learner's initial assessment at the Centre and kept and stored for external quality assurance purposes.
Assessment	**Additional Resources**
The learner will produce a Portfolio of Evidence that demonstrates how they meet the performance and knowledge criteria in each unit they complete. The performance and knowledge criteria are obtained from the relevant National Occupational Standards. The qualification must be assessed in a work environment, in accordance with the ConstructionSkills'Consolidated Assessment Strategy for Construction and the Built Environment. https://www.citb.co.uk/media/1bob3emb/covid-19-guidance-to-the-cas-v22.pdf The qualification is graded as **Pass/Fail**.	On the website, we offer two formats to view the UNIT content. ❖ Print off units as a pdf document. ❖ Print the unit as a pdf document, with tracker section for assessments to be recorded and signatures obtained.

Qualification/Pathways Changes:

Incremental changes 2024	This qualification has been updated with new versions of units, name titles to some of the pathways have been updated and a new QRN reference created for all ten pathways.
Pathway 1	**Hand Mining** – changes to name from Hand Miner TQT and GLH, new version of units 175v~~23~~: Constructing ~~Building~~ temporary or permanent tunnel linings in the workplace 177v~~23~~: Excavating and profiling tunnels in the workplace
Pathway 2	**Shaft Miner -** TQT and GLH, new version of units

	178v~~23~~	Constructing shafts ~~for tunnelling operations~~ in the workplace
Pathway 3	**Tunnelling Machine Operator** - TQT and GLH, new version of units	
	177v~~23~~	Excavating and profiling tunnels in the workplace
Pathway 4	**Machine Tunnelling Operative** - TQT and GLH, new version of units	
	174v~~23~~	Installing tunnelling services in the workplace
	175v~~23~~	Constructing ~~Building~~ temporary or permanent tunnel linings in the workplace
Pathway 5	**Tunnelling Operations – Spoil Removal Conveyor Operative** - TQT and GLH, new version of units	
	174v~~23~~	Installing tunnelling services in the workplace
	176v~~23~~	Operating a spoil removal conveyor in the workplace
Pathway 6	**Tunnelling Operations – Tunnelling Operative** – new version of unit	
	174v~~23~~	Installing tunnelling services in the workplace
Pathway 8	**Sprayed Concrete Lining – Tunnelling Nozzleman** - TQT and GLH, new version of units	
	123v~~23~~	Preparing substrate for sprayed concrete in the workplace
	124v~~34~~	Applying sprayed concrete in the workplace
Pathway 9	**Pipe Jacking, Box Jacking or Micro-Tunnelling Operative** - name change - TQT and GLH, new version of units	
	174v~~23~~	Installing tunnelling services in the workplace
	569v~~23~~	Constructing ~~Installing~~ tunnels by pipe jacking, box jacking, or micro-tunnelling operations in the workplace
Pathway 10	**Separation Plant Operative** - TQT and GLH, new version of units	
	174v~~23~~	Installing tunnelling services in the workplace
	233v~~23~~	Preparing for and carrying out ~~mud,~~ slurry, or fluid plant operations in the workplace

Table of Contents

QUALIFICATION SPECIFICATION 1

Introduction

About NOCN Group 2

Table of Contents 6

1. Overview of Qualification 7

1.1. Entry Requirements 7

1.2. Progression Routes 7

2. Qualification Details 8

2.1. Qualification Structure 8

3. Centre Information 18

3.1. Required Resources for Delivering the Qualification 18

3.1.1. Tutor Requirements 18

3.1.2. Assessor Requirements 18

3.1.3. Internal Quality Assurer Requirements 18

3.1.4. Continuing Professional Development (CPD) 19

3.1.5. External Quality Assurance 19

3.2. Offering the Qualification 19

4. Component Information 20

1. Overview of Qualification

This qualification is competency based and as such, offer the opportunity for learners to demonstrate an achievement of practical skills, understanding and knowledge and will provide learners with a comprehensive construction operative skillset to enable them to progress to employment in the construction sector.

This qualification also supports progression to further learning at Level 2,3 and beyond.

1.1. Entry Requirements

Learners must be able to demonstrate the requirements of the qualification and have access to required assessment opportunities and relevant resources. Please refer to specific assessment requirements on individual components for more information.

Centres must undertake initial assessment activities with learners to ensure this is an appropriate qualification and they can achieve the level they will be studying before enrolling them onto a programme of learning.

As the qualification is competency based and an NVQ, the learner must be in the role, as evidence must be generated from the workplace. Centres must verify the appropriacy of learner's employment and/or work placements, and their role and responsibilities, to ensure it will allow the learner to demonstrate the requirements of the qualification and have access to required assessment opportunities. Evidence of this must be collated during the learner's initial assessment at the Centre and kept and stored for external quality assurance purposes.

This qualification is available to learners aged **16** years or over.

1.2. Progression Routes

Achievement of one of these qualifications confirms the learner has gained the knowledge, skills and competencies required to:

- Progress into employment

OR

- Progress into further training and/or experience could enable entry into supervisory and management positions within the workplace.

2. Qualification Details

2.1. Qualification Structure

The NOCN Level 2 NVQ Diploma in Tunnelling Operations (Construction) qualification has a minimum Total Qualification Time (TQT) of 370, including minimum 151 Guided Learning Hours (GLH).

The learner must achieve the 3 Mandatory units and ONE of the following Mandatory Pathways routes.

Unit	Unit Code	M/O	Ofqual Unit Ref	Credits	GLH	Level
Conforming to general health, safety and welfare in the workplace	QCF641	M	A/503/1170	2	7	1
Conforming to productive working practices in the workplace	QCF642	M	J/503/1169	3	10	2
Moving, handling and storing resources in the workplace	QCF643	M	F/503/1171	5	17	2

Pathways Routes

Pathway 1- HAND MINING (2 units required) Mandatory						
Constructing temporary or permanent tunnel linings in the workplace	Unit175v3	M	Y/651/1879	52	220	2
Excavating and profiling tunnels in the workplace	Unit177v3	M	H/651/1872	63	420	2
Additional Units: Additional unit can be taken as part of this qualification; however, but it will not count towards this qualification.						
Carrying out structural waterproofing in the workplace	Unit492v2	A	D/615/4390	18	60	2

Pathway 2- SHAFT MINER (1 unit required) Mandatory						
Constructing shafts in the workplace	Unit178v3	M	M/651/1876	61	440	2
Additional Units: Additional units can be taken as part of this qualification; however, but it will not count towards this qualification.						
Carrying out structural waterproofing in the workplace	Unit492v2	A	D/615/4390	18	60	2

Pathway 3- TUNNELLING MACHINE OPERATOR (2 units required) Mandatory						
Preparing and operating specialist tunnelling plant to form tunnels in the workplace	QCF390Tv4	M	Y/506/6587	74	247	2
Excavating and profiling tunnels in the workplace	Unit177v3	M	H/651/1872	63	420	2
Additional Units: Additional units can be taken as part of this qualification; however, but it will not count towards this qualification.						
Carrying out structural waterproofing in the workplace	Unit492v2	A	D/615/4390	18	60	2

Pathway 4- MACHINE TUNNELLING OPERATIVE (3 units required) Mandatory						
Preparing and operating powered units, tools or pedestrian plant, machinery or equipment in the workplace	QCF400v2	M	F/506/4672	7	23	2
Installing tunnelling services in the workplace	Unit174v3	M	T/651/1878	11	80	2
Constructing temporary or permanent tunnel linings in the workplace	Unit175v3	M	Y/651/1879	52	220	2
Additional Units: Additional units can be taken as part of this qualification; however, but it will not count towards this qualification.						
Carrying out structural waterproofing in the workplace	Unit492v2	A	D/615/4390	18	60	2

Pathway 5- SPOIL REMOVAL CONVEYOR OPERATIVE (3 units required) Mandatory						
Preparing to and directing and guiding the movement of vehicles, plant or machinery in the workplace	QCF396Cv1	M	A/506/4668	12	40	2
Installing tunnelling services in the workplace	Unit174v3	M	T/651/1878	11	80	2
Operating a spoil removal conveyor in the workplace	Unit176v3	M	F/651/1880	8	50	2
Additional Units: Additional units can be taken as part of this qualification; however, but it will not count towards this qualification.						

Carrying out structural waterproofing in the workplace	Unit492v2	A	D/615/4390	18	60	2

Pathway 6- TUNNELLING OPERATIVE (3 units required) Mandatory						
Preparing to and directing and guiding the movement of vehicles, plant or machinery in the workplace	QCF396Cv1	M	A/506/4668	12	40	2
Preparing and operating powered units, tools or pedestrian plant, machinery or equipment in the workplace	QCF400v2	M	F/506/4672	7	23	2
Installing tunnelling services in the workplace	Unit174v3	M	T/651/1878	11	80	2
Additional Units: Additional units can be taken as part of this qualification; however, but it will not count towards this qualification.						
Carrying out structural waterproofing in the workplace	Unit492v2	A	D/615/4390	18	60	2

Pathway 7- TUNNEL TRANSPORT OPERATOR (1 unit required) Mandatory						
Preparing and operating specialist plant to receive, transport and discharge materials in a tunnelling environment	QCF391Tv4	M	R/506/6586	35	117	2
Additional Units: Additional units can be taken as part of this qualification; however, but it will not count towards this qualification.						
Carrying out structural waterproofing in the workplace	Unit492v2	A	D/615/4390	18	60	2

Pathway 8- SPRAYED CONCRETE LINING – TUNNELLING NOZZLEMAN (3 units required) Mandatory						
Preparing and operating specialist tunnelling plant to form tunnels in the workplace	QCF390Tv4	M	Y/506/6587	74	247	2
Preparing substrate for sprayed concrete in the workplace	Unit123v3	M	Y/617/9983	20	90	2
Applying sprayed concrete in the workplace	Unit124v4	M	D/617/9984	21	90	2
Additional Units: Additional units can be taken as part of this qualification; however, but it will not count towards this qualification.						
Carrying out structural waterproofing in the workplace	Unit492v2	A	D/615/4390	18	60	2

Pathway 9- PIPE JACKING, BOX JACKING OR MICRO-TUNNELLING OPERATIVE (2 units required) Mandatory						
Constructing tunnels by pipe jacking, box jacking, or micro-tunnelling operations in the workplace	Unit569v3	M	H/651/1881	50	340	2
Installing tunnelling services in the workplace	Unit174v3	M	T/651/1878	11	80	2
Additional Units: Additional units can be taken as part of this qualification; however, but it will not count towards this qualification.						
Carrying out structural waterproofing in the workplace	Unit492v2	A	D/615/4390	18	60	2

Pathway 10- SEPARATION PLANT OPERATIVE (3 units required) Mandatory						
Preparing and operating powered units, tools or pedestrian plant, machinery or equipment in the workplace	QCF400v2	M	F/506/4672	7	23	2
Installing tunnelling services in the workplace	Unit174v3	M	T/651/1878	11	80	2
Preparing for and carrying out slurry, or fluid plant operations in the workplace	Unit233v3	M	J/651/1882	26	160	2
Additional Units: Additional units can be taken as part of this qualification; however, but it will not count towards this qualification.						
Carrying out structural waterproofing in the workplace	Unit492v2	A	D/615/4390	18	60	2

2.2. Total Qualification Time (TQT)

Through consultation with users, TQT has been agreed by considering the total number of learning hours required for the average learner to achieve the qualifications.

TQT is split into two areas:

Area	Example of activities
1. Guided Learning Hours (GLH): • learning activity under the immediate guidance or supervision of a lecturer, supervisor, tutor or other appropriate provider of education or training • includes the activity of being assessed if the assessment takes place under the immediate guidance or supervision of a lecturer, supervisor, tutor or other appropriate provider of education or training	• Classroom-based learning supervised by a teacher • Work-based learning supervised by a teacher • Live webinar or telephone tutorial with a teach in real time • E-learning supervised by a teacher in real time • All forms of assessment which take place under the immediate guidance or supervision of an appropriate provider of training • Exam time
2. Other Learning Hours (OLH): • an estimate of the number of hours a learner will spend, as directed by (but not under the immediate guidance or supervision of) a lecturer, supervisor, tutor or other appropriate provider of education or training, including: ○ preparatory work ○ self-study ○ any other form of education or	• Independent and unsupervised research/learning • Unsupervised compilation of a portfolio of work experience • Unsupervised e-learning • Unsupervised e-assessment • Unsupervised coursework • Watching a pre-recorded podcast or webinar • Unsupervised work-based learning

2.3. Assessment and Evidence

The qualifications are internally assessed units.

Internal assessment (internally set and internally assessed)

Internal assessment activity must ensure evidence of achievement against **all** the requirements specified within each component.

For assessments that are internally set, the IQA will need to ensure pre-verification of assessment tasks take place prior to its use to ensure that it is an appropriate assessment tool, that it is inclusive to learners of all needs, that it meets the principles of assessment and does not hinder learner attainment of the NOCN assessment evidence requirements.

The learner will be required to produce a Portfolio of Evidence showing how the learner has met the performance and knowledge criteria for each unit required within the qualification/pathway, as directed by the learner's assessor.

The learner will be assessed against a set of performance and knowledge statements which have been derived from National Occupational Standards for your occupational.

Refer to the **NOCN Quality Assurance Manual** for further information on the Internal Quality Assurance process. This can be found on the NOCN website at www.nocn.org.uk

Assessment activities must be robust in that the assessment decisions are made based on evidence, which is valid, authentic, current, sufficient, and reliable regarding the assessment taking place:

Assessment activities must be robust in that the assessment decisions are made based on evidence, which is valid, authentic, current, sufficient, and reliable regarding the assessment taking place:

Valid	The validity of an assessment decision is ensuring that the right thing has been assessed in the right way to deliver an accurate assessment result.
Authentic	The assessment process must ensure that all evidence of achievement is authentic in that it has been created solely by the learner (unless otherwise required) and has not been plagiarised. If work was not authentic, it would undermine the entire the assessment process and overall qualification system.
Current	The assessment process must ensure that the evidence used to claim qualification or unit achievement reflects current industry/qualification practice. This can be done by ensuring that the evidence is relevant at the time of the assessment as well as ensuring that the assessor has used the most-up-date assessment documentation.
Sufficient	The Assessor must review assessment evidence to judge whether the learner has generated enough evidence at the right level to confidently cover all relevant learning outcome or assessment criteria requirements. The Assessor must also ensure their records of the assessment are complete, legible, and accurate.

Reliable The Assessor must ensure that they are making reliable and consistent assessment decisions across their learners and with other Assessors within the Centre. Assessment decisions must also be consistent over time and across academic/programme cycles. This can be supported by attending standardisation activities.

Learners will be required to complete the assessments created by CITB - SSB units. Once the learner has completed the tasks, they are to be assessed internally by appropriate centre staff.

The assessment unit's documents are available from the NOCN website, and they include all information needed by the learner to complete the tasks. The assessment decisions can be recorded on the assessment documents – (Evidence Tracking unit documents on website – search qualification / structure and units section, click on unit for Tracker document - https://www.nocn.org.uk/products/qualifications/).

2.4. Fair and Equitable Assessment

Assessment must be designed to be accessible and inclusive, and the assessment methodology must be appropriate for individual assessment, giving due consideration to any assessment requirements attached to individual components.

2.5. Learners with Particular Requirements

If you are a NOCN Recognised Centre and have learners with particular requirements, please see the **NOCN Reasonable Adjustments and Special Considerations Policy and Procedure** found on the NOCN website at www.nocn.org.uk

This policy gives clear guidance on the reasonable adjustments and arrangements that can be made to take account of disability or learning difficulty without compromising the assessment criteria.

The NOCN Centre Approval process requires the Centre to hold policy statements on Equal Opportunities, Diversity and Disability Discrimination, which will be reviewed by NOCN.

Please refer to the **NOCN Quality Assurance Manual** for further details.

2.6. Recognised Prior Learning

Recognising Prior Learning is an assessment process that recognises learning that has its origins in a learner's experience and/or previous formal and informal learning contexts. This includes knowledge and skills gained within school, college, university, and outside formal learning situations such as through life, employment, apprenticeships, and other work experiences.

NOCN is committed to the Recognition of Prior Learning (RPL) and has developed a policy and procedures to inform and support Centres. This is available on the NOCN website at www.nocn.org.uk

2.7. Assessment and Evidence for the Components

Forms and guidance for gathering learner evidence against the individual assessment criteria are available for download in Word format on the NOCN website:

www.nocn.org.uk/support/nocn-support/quality-assurance/

3. Centre Information

3.1. Required Resources for Delivering the Qualification

As part of the requirement to deliver these qualifications there is an expectation that staff undertaking roles as part of the delivery and assessment of the qualifications have a demonstrable level of expertise.

NOCN expects that Tutors and Assessors are able to demonstrate the following competencies:

3.1.1. Tutor Requirements

Be subject matter experts, hold or be registered as working towards, a recognised education and training qualification, have verifiable, current industry experience and a sufficient depth of relevant occupational expertise and knowledge. Additionally, the minimum requirement is that the level of competence of the Tutor should be at the same level as the training that is to be delivered.

3.1.2. Assessor Requirements

Be technically competent, have experience of carrying out assessment activities and hold, or be registered as working towards, a recognised assessing qualification. Assessors must have verifiable, current industry experience and a sufficient depth of relevant occupational expertise and knowledge. Additionally, the minimum requirement is that the level of competence of the Assessor should be at the same level as the qualification being assessed.

3.1.3. Internal Quality Assurer Requirements

Each Centre must have internal quality assurance policies and procedures in place to ensure that decisions made by Assessors are appropriate, consistent, fair, and transparent, and that they do not discriminate against any learner. The policies and procedures must be sufficient to secure the quality of the award, ensuring validity, reliability, and consistency.

NOCN requires that an Internal Quality Assurer can demonstrate the following competencies, they should:

Have an understanding of the subject area, have experience in carrying out internal quality assurance activities and hold, or be registered as working towards, a recognised Internal Quality Assurance qualification. Additionally, the minimum requirement is that the level of competence should be at the same level as the qualification being quality assured.

NOCN supports and recognises Centres' internal quality assurance systems which support the above; any system should include standardisation and sharing of good practice.

An individual may perform the role as both Tutor/Trainer and Assessor, where they meet the requirements of both roles in respect of the qualification. Tutors, Trainers and Assessors **must not** perform the role of the IQA for cohorts where they have delivered training or assessment.

Refer to the NOCN Quality Assurance Manual for further information on the Internal Quality Assurance process. This is available on the NOCN website at www.nocn.org.uk here: https://www.nocn.org.uk/support/nocn-support/quality-assurance/quality-assurance-manual/

3.1.4. Continuing Professional Development (CPD)

Centres are expected to support their staff, ensuring that their subject knowledge remains current and that their members of staff are up to date with regards to best practice in delivery, assessment, and quality assurance.

3.1.5. External Quality Assurance

Once recognised as a Centre, NOCN will allocate an External Quality Assurer. The External Quality Assurer will have ongoing responsibility for monitoring the Centre's compliance with the requirements of recognised Centre approval status.

The External Quality Assurer will make regular visits to all Centres. During these visits they will:

- Monitor the Centre's compliance with the Centre approval criteria by reviewing course documentation, meeting managers, tutors, internal quality assurers, learners, and administrative staff.

- Review the standard of the Centre's assessment and internal quality assurance practices and decisions to determine whether all assessment requirements are met to support safe and valid claims for certification.

Refer to the **NOCN Quality Assurance Manual** for further information on the External Quality Assurance process. This is available on the NOCN website at www.nocn.org.uk here: https://www.nocn.org.uk/support/nocn-support/quality-assurance/quality-assurance-manual/

3.2. Offering the Qualification

Existing Centres

If you are already recognised to offer NOCN qualifications and would like more information about offering this qualification**,** please contact: business-enquiries@nocn.org.uk, alternatively use Horizon to add this qualification(s) to your Centre.

New Centres

If you are interested in offering this qualification**,** but are not yet a NOCN Approved Centre and would like more information about becoming a NOCN centre and offering this qualification please see **Become a Registered Centre** on our website https://www.nocn.org.uk/customers/nocn-centres/ and click Become a Centre.

4. Component Information

Within the NOCN Level 2 NVQ Diploma in Tunnelling Operations qualification suite, it consists of Mandatory components. The qualification structure (**see section 2**) sets out the rules for achieving the qualifications.

To achieve these qualifications a learner must provide evidence of learning and achievement against all the assessment requirements within each of the components via a Portfolio of Evidence route.

A copy of all the Mandatory components can be downloaded via the NOCN website.

- NOCN Level 2 NVQ Diploma in Tunnelling Operations (Construction) - Hand Mining
- NOCN Level 2 NVQ Diploma in Tunnelling Operations (Construction) - Shaft Miner
- NOCN Level 2 NVQ Diploma in Tunnelling Operations (Construction) - Tunnelling Machine Operator
- NOCN Level 2 NVQ Diploma in Tunnelling Operations (Construction) - Machine Tunnelling Operative
- NOCN Level 2 NVQ Diploma in Tunnelling Operations (Construction) - Spoil Remover Conveyor Operative
- NOCN Level 2 NVQ Diploma in Tunnelling Operations (Construction) - Tunnelling Operative
- NOCN Level 2 NVQ Diploma in Tunnelling Operations (Construction) - Tunnel Transport Operator
- NOCN Level 2 NVQ Diploma in Tunnelling Operations (Construction) - Sprayed Concrete Lining Tunnelling Nozzleman
- NOCN Level 2 NVQ Diploma in Tunnelling Operations (Construction) - Pipe Jacking, Box Jacking or Micro-Tunnelling Operative
- NOCN Level 2 NVQ Diploma in Tunnelling Operations (Construction) - Separation Plant Operative

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