



Electrical Courses

Support Material Brochure

City And Guilds *Approved Centre*

Most employer-recognised route to your ECS JIB Gold Card:

The 2365-02 → 2365-03 → 18th Edition (2382-22) → 2357 NVQ → AM2 pathway is what many contractors expect as standard.

Internationally portable: City & Guilds certificates are recognised in 80+ countries, so your credentials travel well.

Industry-led content: Technical Qualifications are co-developed with employers to match current site practice and standards.

Clear, end-to-end progression and verification: A well-defined route with strong ECS/AM2 alignment and a wide network of approved centres, making completion and employer checks straightforward.





I signed up for the NVQ with Elec Training based on their promise to help me find employment to complete my qualification - and they delivered exactly as they said they would! Not only have I secured a new job after my hours were reduced with my previous company, but I'm now working with a company that will support me in completing my NVQ. Big thanks to Josh from recruitment for making it happen! Highly recommend Elec Training for anyone looking to get into the electrical industry.



Trustpilot



Project Overview

Project Address:	24 Example Road, Wolverhampton, WV1
Client:	Private Domestic Customer
Project Type:	Kitchen Renovation with Electrical Upgrade
Duration:	5 Working Days

Scope of Electrical Works

- Isolate and remove old kitchen circuits
- Install new socket outlets
- Provide dedicated oven circuit
- Install under-cabinet lighting
- Install extractor connection
- Replace lighting with LED downlights
- Test and certify installation

Section 1 – Work Programme

Day	Electrical Works	Liaison With Other Trades
Monday	Remove old accessories / first fix prep	Builder removes old kitchen
Tuesday	First fix cables / socket positions	Kitchen fitter confirms layout
Wednesday	Lighting cables / extractor supply	Plasterer waits until cables complete
Thursday	Second fix sockets / switches	Kitchen fitter installs units
Friday	Testing / certification / handover	Client walkthrough

Notes:

- Kitchen fitter provided final appliance layout before first fix began.
- Plasterer advised not to board walls until cable photographs taken.
- Final fix coordinated after worktops installed.

Section 2 – Risk Assessment

Hazard	Risk	Control Measure
Live circuits	Electric shock	Isolate supply, lock off, prove dead
Drilling walls	Hidden cables / pipes	Use detector before drilling
Dust	Eye / respiratory irritation	Wear goggles and dust mask
Trips	Slips and falls	Keep cables and tools tidy
Working at height	Falls	Use suitable step platform
Sharp edges	Cuts	Wear gloves

PPE Required:

- Safety boots
- Gloves
- Eye protection
- Dust mask
- Workwear

Section 3 – Method Statement

Sequence of Works

1. Attend site and review job specification.
2. Confirm kitchen layout with kitchen fitter.
3. Isolate existing circuits and prove dead.
4. Remove obsolete accessories.
5. Install first fix cables to agreed positions.
6. Photograph concealed cable routes.
7. Return after plastering for second fix.
8. Install sockets, switches, lighting and extractor supply.
9. Complete testing and certification.
10. Demonstrate installation to client.
11. Leave work area clean and tidy.

SAMPLE ONLY – DO NOT COPY

Section 4 – Tools & Equipment

Hand Tools	Power Tools
Insulated screwdrivers	SDS drill
Side cutters	Impact driver
Tape measure	Multi tool
Spirit level	
Hammer	

Test Equipment	Access Equipment
Voltage indicator	Step ladder
Proving unit	Hop-up platform
Multifunction tester	

Section 5 – Materials Delivered / Checked

Material	Qty Ordered	Qty Delivered
Double sockets	8	8
LED downlights	6	6
Consumer unit parts	1 set	1 set
2.5mm cable	2 drums	2 drums
Cooker outlet plate	1	1

Action taken: Damaged cooker outlet plate reported to supplier and replacement requested before installation.

Section 6 – Evidence of Liaison / Coordination

- Kitchen fitter confirmed final unit positions before first fix.
- Builder provided wall access prior to cable installation.
- Plasterer informed once first fix complete.
- Client approved final socket positions.
- Supplier contacted regarding damaged item.

Section 7 – Outcome

Project completed on time and installation tested successfully. Coordination with other trades prevented delays and ensured safe progression of works.