

# Personal specification for Independent End-point Assessor

## Advanced Carpentry and Joinery Level 3

### Essential industry specific qualifications and experience

Up-to-date, relevant, and broad experience of working in the occupational area of the apprenticeship standard including practical and current knowledge of working practices which reflect the whole standard content.

Have sufficient, verifiable, relevant current industry experience, knowledge and understanding of the occupational working area at, or above, the level being assessed.

Have sufficient occupational expertise so they have up to date experience, knowledge and understanding of the particular aspects of work they are assessing. This could be verified by continuing professional achievements.

Have a sound, in depth knowledge of, and uphold the integrity of, the sector's NOS and the assessment strategy

Possession of a relevant NVQ/SVQ level 3 or vocationally related qualification

<b>Advanced Site Carpenter</b>	<b>Advanced Architectural Joiner</b>
Understanding of H&S legislation and application on the job. Experience of providing and working with a range of customers and other parties within the built environment.	Understanding of H&S legislation and application on the job. Experience of providing and working with a range of customers and other parties within the built environment.
General understanding of construction methods and techniques used in domestic and commercial builds	General understanding of construction methods and techniques used in domestic and commercial builds including planning and pricing.
Knowledge of planning and pricing work.	Knowledge of planning and pricing work.
Experience, knowledge, and skills in both first and second fix complex work.	Experience, knowledge, and skills in setting out shaped woodworking joints and joinery products.
Experience, knowledge, and skills in both structural and non-structural complex carcasing work.	Experience, knowledge, and skills in the manufacture of shaped joinery products and use of fixed machinery.

### Essential qualifications and experience

Must be able to evidence relevant and up to date CPD, which is related directly to the standard and industry, not just general CPD

Occupationally competent with current experience in the apprenticeship's discipline they intend to assess

Possession of a relevant NVQ/SVQ level 3 or vocationally related qualification

Hold, or are working towards, a qualification as listed within 'Assessing and Assuring Quality of Assessment', either in the Qualifications and Credit Framework (QCF), or the Scottish Credit and Qualifications Framework (SCQF): for example qualifications include A1, D32/33. Holders of A1 and D32/33 must assess to the reviewed National Occupational Standards (NOS) for Learning and Development.

**Essential knowledge and skills**

An understanding of apprenticeship standards, with specific knowledge about the relevant industry area for the role  
Experience of producing clear, accurate and concise written reports, including remarks/enquiries about results  
Proficient IT skills  
Analytical, critical thinking skills  
Excellent interpersonal skills  
Excellent written and verbal communication skills with substantive experience of providing supportive, concise feedback to both learners, Assessors, and delivery staff  
Organisational skills and the ability to prioritise effectively  
Ability to work independently

**Availability**

Flexibility to travel across UK  
Driving License

**Desirable**

Experience of preparing for and presenting to a target audience  
Experience of marking and grading assessments

Quality Assurance and Improvement Team,  
January 2019