

# Personal specification for Independent End-point Assessor

## Carpentry and Joinery Level 2

### 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 2 or vocationally related qualification

| Site Carpenter   | Architectural Joiner   |
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| 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.   |
| Experienced in the use and application of both hand and power tools.   | Experienced in the use and application of both hand and power tools.   |
| Experience, knowledge and skills in both first and second fix work.  | Experience, knowledge and skills in setting and fixing architectural joinery products.   |
| Experience, knowledge and skills in both structural and non-structural car casing work.  | Experience, knowledge and skills in the manufacture of architectural products.   |

### 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 2 or vocationally related qualification

### 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  
Must hold a recognised assessor qualification or be willing to work towards one

Quality Assurance and Improvement Team,  
January 2019