

Personal specification for Independent End-point Assessor

Hospitality Supervisor

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, infrastructure, tools, and technologies to support applications.

Applicants will have experience in any of the following industry roles:

Food and beverage supervisor
Bar Supervisor
Events Supervisor

A good working knowledge and experience of:

People
Business
Customers
Leadership

Essential qualifications and experience

Must hold a recognised current workplace assessment qualification.
Appropriate workplace assessment qualification recognised are;

Level 3 Award in Assessing Competency in the Work Environment.
Level 3 Certificate in Assessing Vocational Achievement.

A1, D32, D33 can be accepted, however assessors who hold these qualifications will need to demonstrate CPD evidence to current standards.

Must be able to evidence relevant and up to date CPD, which is related directly to the standard and industry, not general CPD
Occupationally competent with current experience in the apprenticeship's discipline they intend to assess
Have current, relevant occupational expertise and knowledge, at the relevant level of the occupational area(s) they are assessing, which has been gained through 'hands on' experience in the industry.

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 communicating to a target audience
Experience of marking and grading assessments

Quality Assurance and Improvement Team,
August 2020