

# Personal specification for Independent End-point Assessor

## Motor Vehicle Service and Maintenance Technician

### 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 standards content

Have excellent knowledge and understanding of the apprenticeship standard as set out in in the support documents

Have an understanding of the sector and the assessment requirements for the standard

Have the expertise to operate and administer the assessment tools as required

Have technical/occupational qualifications at or above the Apprenticeship Standard for Motor Vehicle Service and Maintenance Technician (Light Vehicle)

### Essential qualifications and experience

Qualified to a minimum Level 3 Motor Vehicle Service and Maintenance

Must be able to evidence relevant and up to date CPD, which is related directly to the standard and industry, not just general CPD – 30 hours (minimum) of work experience or technical/qualification related CPD within a 12mth period

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

Have the expertise to operate/administer the assessment tools required

### Essential knowledge and skills

Demonstrate an understanding of assessment principles

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

Hold an assessor qualification or be willing to work towards one