

Job/Person Profile

End-point Technical Expert

Department	Energy and Utilities Independent Assessment Service
Location	Home-based
Reports to	Assessment Manager
Salary	£400 per day plus travel expenses
Date	September 2017

About us

Energy & Utility Skills offers, membership, assurance services and skills solutions to help employers attract, develop and retain a sustainable skilled workforce to ensure the seamless delivery of essential services to 65 million people each day.

The Energy & Utilities Skills Independent Assessment Service (EUIAS) is approved on the Register of Apprentice End-Point Assessment Organisations (RoEPAAO) to deliver end-point assessment for apprenticeships for a range of standards within a safety critical sector. The EUIAS was the first assessment organisation to have achievements in England in 2016. We are a pioneering, innovative and specialist organisation with a commitment to high quality end-point assessment which meets the needs of employers.

About the role

Reporting to the Assessment Manager, you will be responsible for the delivery of end-point assessment, as per the individual assessment plan requirements. Your role is to ensure fair and objective end-point assessment which is reliable and valid within a safety critical sector. You will also have responsibility for standardisation of preliminary grade outcomes and on some occasions the award and/or moderation of final grade decisions.

About you

You will have specific technical qualifications, skills and experience as outlined in the specific EPA background information document. This role may be complementary to an existing substantive position with the permission of your current employer or within a wider portfolio of independent activities.

Key responsibilities

Contracted responsibilities may, depending on EPA and EUIAS requirement, include:

- Delivery of end-point assessment activities and assigning of preliminary grades which may include practical/work observations, trade tests and technical interviews, portfolio review as defined in the published assessment plan for the respective apprenticeship standard.

<ul style="list-style-type: none"> • Approval to act as an independent auditor of end-point assessment assessors for a specific cohort • Approval to award the final decision grade for the overall apprenticeship • Undertake training on respective standard(s) and assessment tools to deliver end-point assessment • Participate in standardisation and moderation events to meet the requirements of the published assessment plan. <p>Client and Relationship Management</p> <ul style="list-style-type: none"> • Act as an ambassador for the EUIAS service upholding the positive professional brand image.

Job Holder Specification

Specification	Essential	Desirable
Essential Knowledge		
A deep understanding and knowledge of the sector.	✓	
An understanding of 'Trailblazer' apprenticeship standards, with specific knowledge about the relevant industry area for the role and the discipline you intend to assess.	✓	
An understanding of quality assurance requirements and regulators	✓	
Essential Qualifications and Experience		
Sector Specific Technical Qualification at a minimum of Level 3 and/or ability to demonstrate current experience as specified in the assessment requirements	✓	
Occupationally competent to at least the level of the standard	✓	
Current experience in the apprenticeship's discipline you intend to assess.	✓	
Proficient IT skills.	✓	
Analytical, critical thinking skills.	✓	
Experience in interviewing techniques	✓	
Excellent written and verbal communication skills with experience of providing supportive, concise feedback to learners, assessors and/or staff	✓	
Experience of producing clear, accurate and concise written reports	✓	
Strong interpersonal skills	✓	
High levels of integrity and professional objectivity	✓	