

Non-Destructive Testing (NDT) Operator – UK-SPEC Competency Matching Form



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Apprentice's name: _____

Unique Learner Number (ULN): _____

Apprentice's company name: _____

Date assessment carried out: _____

The apprentice is required to read the latest edition of the Engineering Council UK-SPEC, paying particular attention to the 'EngTech standard' and the 'Table of competence and commitment standards for EngTech, IEng and CEng registration' at www.engc.org.uk/ukspec

Within the table of competence and commitment standards, you need only be interested in the first column, 'Engineering Technician', which has been recreated in the following section of this document, together with a blank column on the right-hand side for you to describe how you meet the necessary requirements.

When filling in your competence and commitment standards, you should accurately specify your own contribution; you should be succinct but you should include sufficient detail to enable the assessors to determine that you have met the requirements. Do not include any attachments.

If you need assistance, contact: Email: engineering.registration@bindt.org
Tel: +44 (0)1604 438300

Reviewed by: _____

Apprentice's signature: _____ Employer's signature: _____

UK-SPEC Competency Matching Form – EngTech Registration

<p>The Competence and Commitment Standard for Engineering Technicians.</p> <p>Engineering Technicians must be competent throughout their working life, by virtue of their education, training and experience, to:</p>	<p>The examples given below are intended to help you identify activities you might quote to demonstrate the required competence and commitment for EngTech registration. These are not exhaustive. Moreover, you are not required to give multiple examples to demonstrate competence and commitment.</p> <p>Tell us about your career, education and training. Explain how the experience you have gained has made you more competent.</p>	<p>Fill in the boxes below with your own self-assessment.</p>
<p>A Use engineering knowledge and understanding to apply technical and practical skills.</p> <p>This includes the ability to:</p>	<p>The reviewers will be looking for evidence that you have the know-how to do the job and were able to go beyond the immediate requirements and use your initiative and experience to solve a problem or improve a process.</p>	
<p>A1 Review and select appropriate techniques, procedures and methods to undertake tasks.</p>	<p>Describe:</p> <ul style="list-style-type: none"> ■ an example of work that you carried out that went well, the choices you made and the outcome; or ■ something in your work that you were involved in which did not quite work and explain why; or ■ a technique, procedure or method that you improved upon and explain why. 	
<p>A2 Use appropriate scientific, technical or engineering principles.</p>	<p>Drawing from your direct experience, this might be an explanation of how a piece of equipment, system or mechanism works.</p>	

<p>B Contribute to the design, development, manufacture, construction, commissioning, operation or maintenance of products, equipment, processes, systems or services.</p> <p>In this context, this includes the ability to:</p>	<p>Explain how you contribute to one or more of these activities.</p>	
<p>B1 Identify problems and apply appropriate methods to identify causes and achieve satisfactory solutions.</p>	<p>Show an example of how you have used measurement, monitoring and assessment to:</p> <ul style="list-style-type: none"> ■ identify the source of a problem; or ■ identify an opportunity; or ■ propose a solution. 	
<p>B2 Identify, organise and use resources effectively to complete tasks, with consideration for cost, quality, safety, security and environmental impact.</p>	<p>Illustrate how you make decisions about:</p> <ul style="list-style-type: none"> ■ what information, material, component, people or plant to use; or ■ how to introduce a new method of working; or ■ what precautions you took. <p>Describe how you have contributed to best practice methods of continuous improvement, for example ISO 9000.</p>	

<p>C Accept and exercise personal responsibility. This includes the ability to:</p>	<p>Describe an experience or instance where you have had to accept personal responsibility for seeing a process through to completion within agreed targets.</p>
<p>C1 Work reliably and effectively without close supervision, to the appropriate codes of practice.</p>	<p>Your evidence should show how you identified and agreed what had to be done and to what standards on a typical project.</p>
<p>C2 Accept responsibility for work of self or others.</p>	<p>Your evidence could include: minutes of meetings; site notes and instructions; variation orders; programmes of work; specifications, drawing and reports; or appraisals. Activity not associated with your job can contribute evidence.</p>
<p>C3 Accept, allocate and supervise technical and other tasks.</p>	<p>Your evidence could include: minutes of meetings; site notes and instructions; variation orders; programmes of work; specifications, drawing and reports; or appraisals. Activity not associated with your job can contribute evidence.</p>

<p>D Use effective communication and interpersonal skills.</p> <p>This includes the ability to:</p>	<p>You will need to show you can: contribute to discussions; make a presentation; read and synthesise information; or write different types of documents.</p>	
<p>D1 Use oral, written and electronic methods for the communication in English of technical and other information.</p>	<p>Your evidence could include: letters; reports; drawings; emails; minutes, including of progress meetings; appraisals; work instructions; and other task-planning and organising documents. Your application itself will be relevant.</p>	
<p>D2 Work effectively with colleagues, clients, suppliers or the public and be aware of the needs and concerns of others, especially where related to diversity and equality.</p>	<p>Show examples of how this has occurred and your role at the time.</p> <p>Describe your role as part of a team.</p> <p>Describe a situation where you put your awareness into practice.</p>	

<p>E Make a personal commitment to an appropriate code of professional conduct, recognising obligations to society, the profession and the environment.</p>	<p>Your commitment will be to become part of the profession and uphold the standards to which all members subscribe. You need to show that you have read and understood your institution's Code of Conduct.</p>	
<p>E1 Comply with the Code of Conduct of your institution.</p>	<p>The professional review involves demonstration of, or discussion of, your position on typical ethical challenges.</p>	
<p>E2 Manage and apply safe systems of work.</p>	<p>Provide evidence of applying current safety requirements, such as risk assessment and other examples of good practice you adopt in your work. You will need to show that you have received a formal safety instruction relating to your workplace (such as a CSCS safety test in the UK), or an update on statutory regulations. In the UK, an example would be COSHH requirements.</p>	
<p>E3 Undertake engineering work in a way that contributes to sustainable development. This could include an ability to:</p> <ul style="list-style-type: none"> ■ Operate and act responsibly, taking account of the need to progress environmental, social and economic outcomes simultaneously. 	<p>Show examples of methodical assessment of risk in specific projects; actions taken to minimise risk to society or the environment.</p>	

<p>E4 Carry out and record CPD necessary to maintain and enhance competence in own area of practice, including:</p> <ul style="list-style-type: none"> ■ Undertake reviews of own development needs ■ Plan how to meet personal and organisational objectives ■ Carry out planned (and unplanned) CPD activities ■ Maintain evidence of competence development ■ Evaluate CPD outcomes against any plans made ■ Assist others with their own CPD. 	<p>This means demonstrating that you have actively sought to keep yourself up to date, perhaps by studying new standards or techniques, or made use of magazines, lectures organised by professional engineering institutions and other opportunities to network in order to keep abreast of change.</p>	
<p>E5 Exercise responsibilities in an ethical manner.</p>	<p>Give an example of where you have applied ethical principles as described in the Statement of Ethical Principles on page 33 of the UK-SPEC.</p> <p>Give an example of where you have applied/upheld ethical principles as defined by your organisation or company, which may be in its company or brand values.</p>	