

Assessor – Mechanical/Electrical

An exciting opportunity has arisen for an Assessor with experience in the mechanical/electrical industry to join our Semta Apprenticeship Services Division on a 6 month fixed term contract, starting as soon as possible.

As an Assessor you will be responsible for the recruitment, learning and assessment of a caseload of Apprentices, ensuring their successful completion of an Apprenticeship in the Mechanical/Electrical field.

As an Assessor you will also be responsible for the development of appropriate assessment plans and strategies; participation in the internal verification process, by internally verifying students' work, attending IV and EV meetings. You will need to ensure that work placements follow the H&S requirements for apprentices. Adhere to the established Lifecycle Management governance frameworks, policies and controls to mitigate risks in commercial negotiations and agreements ensuring legal duties are satisfied; operate in line with roles of staff, (ISO, IIP), and other organisational quality standards, policies and procedures

Knowledge/ Skills/ Experience/Qualifications/Training	
Essential	Desirable
<ul style="list-style-type: none"> • NVQ Level 3 or equivalent in Mechanical/Electrical • Occupationally competent in Mechanical/Electrical • Assessor Award A1 • Regional mobility required - full UK driving license • Excellent knowledge of vocational frameworks • Excellent knowledge of common inspection framework requirements for young learners • Enhanced DBS disclosure • Effective relationship building • Effective negotiating and influencing skills • Excellent communication skills • Good presentation skills • Excellent organisational and time management skills • Good working knowledge of IT systems • Able to work on own initiative as part of a virtual team 	<ul style="list-style-type: none"> • Mechanical/Electrical Apprenticeship completed • Internal Verifier Award • Mechanical/Electrical experience

Closing date – Friday 4th January 2019

If you are highly motivated and looking for your next career move then please email your CV and a covering note to Emily Williams – HR@semta.org.uk or call on 0780 2257 614.