

Working with ELS End-Point Assessment

Independent End Point Assessor - Supporting Evidence of Competency

Each apprenticeship standard sets out very clear requirements for occupational competency that we (ELS) must ensure our assessment team meet.

Please provide detailed information for how you meet the requirements of the **Aviation Ground Operative Level 2** Standard (and pathways, where appropriate) you are applying to assess.

Name:	
Date:	
Do you hold an Assessors qualification? (D32, D33, A1, CAVA) Please list dates achieved (or dates expected if working towards):	
Do you hold an Internal Quality Assurance (IQA) Qualification (D34, V1)	
Do you hold any current and valid DBS checks?	
Date the DBS Check was completed:	

STANDARD:	Occupational competency requirements, as set out in the assessment plan:	How do you meet these occupational competency requirements? <i>Consider including information such as: details of environments you have worked in, currency of your practical competence, dates and timeframes of experience, how you remain current, details of any professional registrations or qualifications you hold, <u>specific to standard and/or pathway</u>.</i> NB. For standards which have multiple pathways, please enter N/A for the pathways you have no experience in. https://www.instituteforapprenticeships.org/media/1134/aviation_ground_operative.pdf Please click on the link to look up the latest Apprenticeship Standard.	<i>Internal use only:</i> Score
Aviation Ground Operative L2	Have excellent knowledge and understanding of the apprenticeship standard.		
	Do you hold qualifications, or have undertaken training, that has legislative and technical relevance to the Aviation Ground Operative apprenticeship standard?		
	Do you have 'hands on' experience in a role within Aviation Ground Operative industry for the last 12 months?		
	How do you keep your CPD for this standard up to date?		

	Key knowledge, Skills and Behaviours as set out in the assessment plan:	How do you meet the standard criteria for the KSBs listed below? <i>An understanding of the apprenticeship standards and the assessment models used, with specific knowledge about the relevant industry area for the role. Explain your “hands on” experience within the following areas. Please include dates and as much detail as possible. As you type into the boxes they will expand.</i>	<u>Internal use only:</u> Score
	Safety Knowledge of Health and safety regulations and legislation relevant to the role; an aviation environment and organisational procedures and how they impact on self, others and in relation to aviation operational duties.		
	Security Knowledge of the systems, procedures and requirements to ensure security of self and others in own area of responsibility.		
	Compliance and Legislation Aviation and regulatory legislation, procedures and regulations relating to an aviation environment, within own area of responsibility.		
	Communication How to communicate effectively and transfer relevant information to people and how to select the most appropriate method of communication.		
	Inter-personal skills Work effectively as part of a team and with others Identifying and responding to the needs of individuals, including colleagues, other organisations or customers.		

	<p>Aviation systems Identify key aviation systems used in own role and how to operate and adhere to them in line with the organisation's procedures.</p>		
	<p>Disruption, incidents & emergencies Knowledge of the emergency procedures in own area of responsibility, common incidents and disruption that may occur in an aviation environment and the appropriate action to take in the event of an incident.</p>		
	<p>Dangerous goods Relevant dangerous goods and how to deal with them effectively in own area of responsibility.</p>		
	<p>Specialist functions 1:</p>	<p>Aircraft Handling - The main purpose of an aircraft handling ground operative is to ensure that the full array of aircraft services are completed correctly.</p>	
	<p>Marshalling The procedures for marshalling and controlling the movement of aircraft and vehicles, including requirements and importance of distance, speed, and safe positioning of an aircraft and vehicles.</p>		
	<p>Loading instruction report The purpose of a Load Instruction Report (LIR), the key information contained therein and why it is important and relevant to every aircraft movement.</p>		
	<p>Load and unload A team member's responsibility for the safe, correct and timely on-load/off-load operation, and use of Unit Load Devices (ULD) and restraints to ensure the safety and security of loads.</p>		

	<p>Specialist equipment, including unit load device serviceability The requirements for, and operation of, specialist equipment and vehicles used on and around the aircraft , including the need for serviceable Unit Load Devices (ULDs), to prevent damage to the aircraft, baggage and cargo and own responsibility as part of the team.</p>		
	<p>Servicing Knowledge of own role in aircraft servicing/turnaround management, aircraft services, pre/post use checks of holds and all hold locks.</p>		
	<p>Specialist functions 2:</p>	<p>Aircraft Movement - An aircraft movement operative acts as a team member in the safe and efficient movement and recovery of fixed and rotary wing aircraft at a variety of airports/ heliports and other landing platforms within the civil aviation and military arenas.</p>	
	<p>Operate aviation specialist equipment Own responsibilities for checking specialised aircraft movement equipment prior to use, how to operate specialist equipment safely and ensure it is left in its allocated area on completion of use according to the organisation's procedures.</p>		
	<p>Pushback aircraft Knowledge of procedures and processes for pushing back an aircraft within the responsibilities of own role.</p>		
	<p>Tow aircraft The organisation's procedures and processes for towing an aircraft within the responsibilities of own role.</p>		

	<p>Ensuring a hazard free airside environment Reducing risks and hazards from operating aircraft and vehicles airside and what procedures and processes are used to deal with an airside emergency.</p>		
	<p>Specialist functions 3:</p>	<p>Fire Fighter - Work as a member on a Fire Service Watch and as part of a team to carry out all associated duties such as maintain ing specialist equipment and deal with incidents and emergencies of a structural and aviation nature</p>	
	<p>Save & preserve endangered life Required procedures and responsibilities of own role to support search, rescue and operations, including casualty care during an operational incident.</p>		
	<p>Resolve fire & rescue aviation incidents As a team member, the procedures and processes for resolving aviation fire and rescue operational incidents and special service incidents.</p>		
	<p>Drive fire service vehicles airside How to prepare a fire service support vehicle for airside use and rules and regulations applicable to airside driving.</p>		
	<p>Test, maintain and operate specialist rescue equipment How to select, check and use specialist firefighting equipment in accordance with organisational policy, including the procedure to record and report faults when identified.</p>		

	<p>Protect environment from hazardous materials How to set up and carry out decontamination of hazardous materials following procedures appropriate to the risk identified.</p>		
	<p>Specialist functions 4:</p>	<p>Flight Operations - Flight operations ground operatives provide flight crew and air traffic controllers with the information required to facilitate the smooth flow of air traffic safely and expeditiously.</p>	
	<p>Support aviation operations Collect and collate relevant aviation information required by own role and communicate it in accordance with standard operating procedures, responding to urgent incidents.</p>		
	<p>Operate aviation specialist equipment Conduct daily inspections prior to using the specialist equipment in accordance with own role, operate it in accordance with standard operating procedures and ensure it is left in a safe, secure manner in its allocated area.</p>		
	<p>Ensuring a hazard free airside Environment Work as part of a team to identify and reduce risks and hazards relating to the operation of aircraft and vehicles airside and when implementing processes and procedures when responding to an airside emergency.</p>		
	<p>Operate aviation IT equipment Use IT equipment effectively in an aviation environment, ensuring adherence to security and organisational regulations and requirements.</p>		

	Specialist functions 5:	Passengers Services - The main purpose of a passenger operative is to assist customers in achieving a seamless travel experience through the airport on departure and arrival. With a key role in customer interaction the passenger services operative assists customers at check-in, gates, boarding, departure and arrivals.	
	Travel documentation The requirements for and characteristics of passports, visas and other statutory or organisational travel documentation and how to read and confirm their validity for acceptance to travel.		
	Check in The organisation's check-in process and procedures to meet all legislation applicable to passengers, in particular data protection policies.		
	Gate processes The role of a team member in the boarding, departure and arrival process, including premium services such as lounge access and priority boarding and the operation of specialised equipment for boarding, arrivals, and passenger movement.		
	Customer service and communication Understand fully the importance of communications and customer service to the organisation, including compliance with passenger related Air Transport Security (ATS) requirements and procedures for landside/airside safety of passengers and staff		

Thank you for your time completing this form



Please return your completed form to ELS by uploading your form at:

<https://www.elsbusinesstraining.co.uk/end-point-assessment/independent-end-point-assessors-and-internal-quality-assurers/>

or email it to epaenquiries@explosivelearningsolutions.com