

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 **Supply Chain Warehouse Operative Level 2** Standard (and pathways, where appropriate) you are applying to assess.

Name:	
Date:	
Contact number:	
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/2418/st0259_supply-chain-warehouse-operative_updated-ega_nov-18.pdf Please click on the link to look up the latest Apprenticeship Standard.	<i>Internal use only:</i> Score
Supply Chain Warehouse Operative L2	Have excellent knowledge and understanding of the apprenticeship standard.		
	Do you hold an industry qualification at level 3 or above?		
	Do you have 'hands on' experience with health and Safety in the workplace and, also industry structure processes within the last 3 years?		
	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 KBSs 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
	<p>Understanding of:</p> <ul style="list-style-type: none"> • Safe driving and/or operating techniques to standard and as trained, relating to MHE (e.g. Counterbalance/Reach Trucks, Powered Pallet Trucks, Ride on Pallet Trucks, Order Pickers, Narrow Aisle Pickers, Mobile Elevated Work Platforms, Forklift Trucks) as relevant to their role and setting; adherence to safe practice when working at heights. • Steps to take to minimise the effect their work (and the wider industry) has on the environment; the need to maintain a high level of housekeeping and manage waste effectively; using packing materials efficiently to reduce waste and costs; the consequences of not using or disposing of these correctly. • Safe use of equipment and machinery (such as MHE, vehicle and delivery systems); where to find instructions/guidance; consequences of incorrect use. • Use of warehouse systems and processes relating to packaging, moving and receiving stock (eg Load Container Lists) within a warehouse 		

	<p>environment to facilitate the safe handling of goods and an effective and efficient service to internal/external customers.</p> <ul style="list-style-type: none"> • Basic IT applications and other relevant technology and systems, including warehousing management, data capture, radio and barcoding systems to ensure the safe and efficient processing of goods. • Relevant regulation and legislation (including international where relevant to role) governing the supply chain industry, their subsector and role in particular; consequences of not adhering to legal guidelines. • Effective communication with customers that store goods with the company/colleagues (including those working remotely, third party carriers, agencies and other organisations) in line with situation and organisational style/culture. • Structure of the industry; methods and modes of transport; roles available within the sector in general and in relation to their own career aspirations. • The importance of delivering excellent customer service to customers and colleagues, including identifying needs and responding appropriately in line with situation and organisational style/culture. • Vision, objectives and brand of the organisation; the importance of 		
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	<p>organisation reputation and what can affect it; how their own performance can contribute to organisational success and support or impact on others.</p> <ul style="list-style-type: none"> • Proposed and actual changes to systems, processes and technology used in the industry, particularly relating to own role; how to keep up to date with any changes in the systems, processes and technology that affect their role. • How their role can affect their health and the need to maintain a level of fitness appropriate to the needs of their role. 		
	<p>Able to:</p> <ul style="list-style-type: none"> • Operate and handle equipment safely and efficiently as required for their role, such as Forklift Trucks, High Reach Trucks, Powered Pallet Trucks or Man Up Trucks; manoeuvre vehicles in restricted spaces; safely use and position vehicle fitted equipment such as mirror requirements. • Comply with appropriate rules, regulations and processes for safely and efficiently moving, handling, packing and unpacking different items, both manually and using relevant equipment (such as MHE, vehicle and delivery systems); understand consequences of incorrect use. 		

	<ul style="list-style-type: none"> • Work individually and as part of a team to safely move and handle objects; maintain a high level of housekeeping and manage waste effectively; know where to find instructions or guidance; check for damaged or missing items as appropriate; take responsibility for maintaining health, safety and security of people at all times. • Safely and efficiently load and unload items into and from vehicles, buildings, containers, lift vans, crates and/or boxes; use appropriate MHE or machinery where necessary; ensure items are safely and efficiently packed, assembled and/or disassembled as appropriate. • Select, prepare and use packaging materials appropriate to the job efficiently and in a way which reduces waste, costs and environmental impact; taking into consideration the item(s) to be moved, and their current and final destinations. • Use correct equipment and procedures to record receiving or stowing goods; produce relevant paperwork or labelling processes. • Promote the values of the organisation; communicate effectively with customers and colleagues to identify and meet their needs. • Work effectively in a warehousing team, including when under pressure, and to agreed deadlines; 		
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	<p>adapt to change in line with internal and external customer needs or circumstances.</p> <ul style="list-style-type: none">• Use IT applications and other relevant technology and systems, including warehousing management, data capture, radio and barcoding systems, to ensure the safe and efficient processing of goods.		
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Thank you for your time completing this form

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

<https://www.elsbusinessstraining.co.uk/end-point-assessment/independent-end-point-assessors-and-internal-quality-assurers/>
or email it to epaenquiries@explosivelearningsolutions.com