



CERTIFIED COMPETENCE ASSESSOR -CITY & GUILDS

DURATION :3 DAYS

ONLINE DELIVERY -ON ZOOM

One of the highly ranked international qualification for Human Capability Assessment

Excellent opportunity for all professionals to become an Internationally certified Competence Assessor

If you are an SME (Subject Matter Expert) in any of the following fields;

- Leadership & Management
- Engineering (Operation & Maintenance)
- Health & Safety
- Behavioral skills /Interpersonal skills
- Operation & Maintenance
- HR, Finance, IT, Audits & Inspection
- Projects: Engineering & Management, etc.



then invest in yourself and achieve this certification and increase your market value

SIT IN THE COMFORTS OF YOUR HOME OR OFFICE AND LEARN FROM THE EXPERTS

INTRODUCTION

Competency of staff in all levels across an organisation is one of the important factors that contributing to its success. Employee competency identification, development, assessment & certification will improve the productivity, quality and safety. Competency based development also contribute to have a strong organisational culture and employee motivation & engagement.

Employee competencies are specific to organisation's business and depends on employee job roles & job levels, equipment/systems that the employee is assigned to work with, organisational values, policies and procedures.

Competency frame work that including; Job competency profiles, Gap analysis tools, Development plans, Capability assessment & assurance systems and Assessment standards must be custom developed for every organisation.

Competency assessment methodology and tools used for employees at Junior levels are entirely different from that used for senior level employees.

Competency elements come from the specific areas including; functional, leadership, safety, corporate policies, etc.



EXPERTISE TO ASSESS AND CERTIFY THE KNOWLEDGE, SKILLS & BEHAVIOURS AT WORK, RELEVANT TO THE TASK.

WHAT WILL YOU LEARN FROM THE PROGRAM?

- High level of understanding on Principles and practices of Competence Assessment
- Support organisations to develop a dynamic and customised Competency framework
- Competency gap analysis and develop competency based training programs.
- Capability to develop / customise assessment standards.
- Skills to prepare customised assessment tools that include;
 - Specific questionnaires (oral & written) and answer banks
 - Check lists for observations
 - Assignments & project activities, etc.
- Carry out assessment of Knowledge, Skills and Behaviours relevant to the task being assessed.
- Skills to ensure the assessments are transparent, reliable & fair.
- Evaluate evidences and make decisions.
- Skills to set up Assessment centre, lead assessment centre team, develop leadership assessment framework, etc.
- Capability to build confidence & motivate candidates.
- Provide constructive feedback.

ESSENTIAL QUALITIES OF AN EFFICIENT COMPETENCY ASSESSOR

- SME – SUBJECT MATTER EXPERT IN YOUR AREA OF SPECIALISATION
- ABLE TO DEMONSTRATE EXCELLENT INTERPERSONAL SKILLS
- EXPERT IN 'PRINCIPLES & PRACTICES OF COMPETENCE ASSESSMENT.
- PROFESSIONAL CERTIFICATION, ETC.



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TRACEZ TRAINING & CONSULTANCY SERVICES

www.tracezglobal.com

TRACEZ PROGRAMS

- **IQA LEVEL 4 – INTERNAL QUALITY ASSURANCE OF COMPETENCY ASSESSMENT & MANAGEMENT - CITY & GUILDS**
- **CERTIFIED COMPETENCE ASSESSOR – OPITO**
- **INTERNAL VERIFIER -OPITO**
- **PRINCIPLES & PRACTICES OF COMPETENCE ASSESSMENT AND MANAGEMENT**
- **EXECUTIVE PROGRAMME IN MASTER TRAINER– CITY & GUILDS ,UK**
- **CLDP – CERTIFIED LEARNING AND DEVELOPMENT PROFESSIONAL**
- **ADVANCED PROGRAM IN HAZOP-CITY & GUILDS,UK .**
- **ADVANCED PROGRAM IN HSE MANAGEMENT FOR PROCESS INDUSTRIES, CITY & GUILDS ,UK**
- **ADVANCE PROGRAM FOR INDUSTRIAL LAB TECHNOLOGY, CITY & GUILDS**
- **FOUNDATION PROGRAM IN PROFESSIONAL ENGINEERING , CITY & GUILDS**
- **ILM LEVEL 3 ,CITY & GUILDS**
- **ILM LEVEL 5 ,CITY & GUILDS**

**'LEARNING CHANGES BEHAVIOURS,
OTHERWISE LEARNING HAS NOT TAKEN PLACE'**

GET IN TOUCH

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