

**Person specification for the role of Information Communications Technician**

Essential	Desirable
Have the competence to assess the apprentice at this level and hold any required qualifications and experience in line with the requirements of the independent assessor as detailed in the IQA section of the EPA plan.	Experience of preparing for and communicating to a target audience
Understand the occupational standard and the requirements of the EPA.	Experience of working with Quality Assurance processes and complying with regulatory requirements
Have, maintain and be able to evidence up to date knowledge and expertise of the subject matter.	Hold or be willing to work towards an assessor qualification
Have recent relevant experience of the occupation/sector gained in the last three years or significant experience of the occupation/sector and evidence of continued professional development.	
Competent to deliver the end-point assessment.	
Have the competence to assess the apprentice at this level and hold any required qualifications and experience in line with the requirements of the independent assessor as detailed in the IQA section of the EPA plan.	
<p><b>Essential knowledge and skills:</b></p> <ul style="list-style-type: none"> <li>➤ An understanding of apprenticeship standards, with specific knowledge about the relevant industry area for the role</li> <li>➤ An understanding Quality Assurance requirements and regulators including Industry bodies</li> <li>➤ Experience of producing clear, accurate and concise written reports, including remarks/enquiries about results</li> <li>➤ Proficient IT skills</li> <li>➤ Analytical, critical thinking skills</li> <li>➤ Excellent written and verbal communication</li> <li>➤ Organisational skills and the ability to prioritise effectively.</li> <li>➤ Ability to work independently</li> </ul>	
Flexibility to travel across UK	
Driving License	

