

# EngTech Competence Statement

**PRIVATE AND CONFIDENTIAL WHEN COMPLETE**  
**STATEMENT OF COMPETENCES TO BE FILLED IN BY CANDIDATES FOR EngTech**  
**TO BE RETURNED WITH YOUR APPLICATION FORM**

The following information provides examples showing how you consider that you meet the competences for Engineering Technician as set out in the ENGINEERING COUNCIL Standard for Professional Competence.

You may use a few or as many words as you feel are appropriate to convey your evidence for each competency. However, it would be appreciated if you could keep it short and concise at under 300 words per competence

Engineering Technician must be competent throughout their working life, by virtue of their education, training and experience, to:

## **A. Use engineering knowledge and understanding to apply technical and practical skills.**

The reviewers will be looking for evidence that you have the know-how to do the job, and were able to go beyond the immediate requirements and use your initiative and experience to solve a problem or improve a process.

### **A1. Review and select appropriate techniques, procedures and methods to undertake tasks.**

Describe:

- An example of work you did that went well, the choices you made and the outcome
- Or something in your work that you were involved in which didn't quite work and explain why
- Or a technique, procedure or method you improved upon and explain why

Please type your responses below:

### **A2. Use appropriate scientific, technical or engineering principles.**

Drawing from direct experience, this might be an explanation of how a piece of equipment, system or mechanism works.

Please type your responses below:

## **B. Contribute to the design, development, manufacture, construction, commissioning, operation or maintenance of products, equipment, processes, systems or services.**

Explain how you contribute to one or more of these activities.

### **B1. Identify problems and apply appropriate methods to identify causes and achieve satisfactory solutions.**

Show an example of how you have used measurement, monitoring and assessment to:

- Identify the source of a problem
- Or to identify an opportunity
- Or to propose a solution

Please type your responses below:

### **B2. Identify, organise and use resources effectively to complete tasks, with consideration for cost, quality, safety, security and environmental impact.**

Illustrate how you make decisions about:

- What information, material, component, people or plant to use
- Or how to introduce a new method of working
- Or what precautions you took

Describe how you have contributed to best practice methods of continuous improvement, eg ISO 9000.

Please type your responses below:

<b>C. Accept and exercise personal responsibility</b>
Describe and experience or instance where you have had to accept personal responsibility for seeing a process through to completion within agreed targets
<p><b>C1. Work reliably and effectively without close supervision, to the appropriate codes of practice.</b> Your evidence should show how you identified and agreed what had to be done and to what standards on a typical project. Please type your responses below:</p>
<p><b>C2. Accept responsibility for work of self or others.</b> Your evidence could include: Minutes of meetings; site notes and instructions; Variation Orders; programmes of work; specifications, drawing and reports; or appraisals. Activity not associated with your job can contribute evidence. Please type your responses below:</p>
<p><b>C3. Accept, allocate and supervise technical and other tasks.</b> Your evidence could include: Minutes of meetings; site notes and instructions; Variation Orders; programmes of works; specifications, drawing and reports; or appraisals. Activity not associated with your job can contribute evidence. Please type your responses below:</p>
<b>D. Use effective communication and interpersonal skills</b>
You will need to show you can: contribute to discussions, make a presentation, read and synthesise information, or write different types of documents.
<p><b>D1. Use oral, written and electronic methods for the communication in English of technical and other information.</b> Your evidence could include: letters; reports; drawings; emails; minutes, including of progress meeting; appraisals; work instructions; and other task planning and organising documents. Your application itself will be relevant. Please type your responses below:</p>
<p><b>D2. Work effectively with colleagues, clients, suppliers or the public, and be aware of the needs and concerns of others, especially where related to diversity and equality.</b></p> <ul style="list-style-type: none"> <li>• Show examples of how this has occurred, and your role at the time.</li> <li>• Describe your role as part of a team.</li> <li>• Describe a situation where you put your awareness into practice</li> </ul> <p>Please type your responses below:</p>
<b>E. Make a personal commitment to an appropriate code of professional conduct, recognising obligations to society, the profession and the environment.</b>
Your commitment will be to become part of the profession and uphold the standards to which all members subscribe. You need to show that you have read and understood your institution's Code of Conduct
<p><b>E1. Comply with the Code of Conduct of your Institution.</b> The professional review involves demonstration of, or discussion of, your position on typical ethical challenges. Please type your responses below:</p>
<p><b>E2. Manage and apply safe systems of work.</b> Provide evidence of applying current safety requirements, such as risk assessment and other examples of good practice you adopt in your work. You will need to show that you have received a formal safety instruction relating to your workplace (such</p>

as a CSCS safety test in the UK), or an update on statutory regulations. In the UK an example would be COSHH requirements.  
Please type your responses below:

**E3. Undertake engineering activities in a way that contributes to sustainable development.**

Show examples of methodical assessment of risk in specific projects; actions taken to minimise risk to society or the environment.

Please type your responses below:

**E4. Carry out continuing professional development necessary to maintain and enhance competence in own area of practice.**

This means demonstrating that you have actively sought to keep yourself up to date, perhaps by studying new standards or techniques, or made use of magazines, lectures organised by professional engineering institutions, and other opportunities to network in order to keep abreast of change.

Please type your responses below:

**E5. Exercise responsibilities in an ethical manner.**

Give an example of where you have applied ethical principles as described in the Statement of Ethical Principles

Please type your responses below: