

General Competencies applicable to all Specialisms

		Gen 01	COMPETENCIES AND RANGE OF ELEMENTS				
			Institution and current Affairs – Demonstrates awareness and understanding of current, industry related, and Institution affairs.				
Cross Reference	Reference	Optimum Standard	Activity Details	Date of Assessment			
				A	K	E	B
	A	A	Understands the structure, organisation, and constitution of the Institution				
	B	A	Appreciate the current issues of the day in relation to the Institution				
	C	A	Demonstrate an interest in general and industry related current affairs				
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		Gen 02	COMPETENCIES AND RANGE OF ELEMENTS				
			Analytical Thinking and Decision Making – Systematic and timely approach to decision making and problem solving. Critical analysis of information to identify key elements in an issue.				
Cross Reference	Reference	Optimum Standard	Activity Details	Date of Assessment			
				A	K	E	B
	A	E	Ability to grasp and interpret concepts and issues				
	B	E	Uses experience to make discriminatory decisions				
	C	E	Suggests alternative solutions				
	D	E	Understands time and cost implications of decisions				
	E	E	Orders information and systematically checks data				
	F	E	Evaluates all available data together with its impact				
	G	E	Understands the critical issues and prioritises the issues				
	H	E	Assesses constraints, obstacles, and drivers				
	I	E	Consults with others as necessary				
	J	E	Separates factual data from opinion				
	K	E	Takes difficult decisions as necessary				
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		Gen 03	COMPETENCIES AND RANGE OF ELEMENTS				
			Communication – The ability to communicate effectively both verbally and in writing. The demonstration of effective listening and questioning to check understanding. The ability to persuade and influence others to gain agreement to and acceptance of ideas				
Cross reference	Reference	Optimum Standard	Activity Details	Date of Assessment			
				A	K	E	B
	A	E	Selects appropriate methods demonstrating clarity and conciseness of communication				
	B	E	Demonstrates sound listening techniques				
	C	E	Listens actively, checking understanding and then recalling information with accuracy				
	D	E	Manages conversation encouraging two way communication				
	E	E	Presents both detail and concept in articulate manner in well chosen language				
	F	B	Able to construct and present reports				
	G	E	Backs up their viewpoints and argument with evidence				
	H	E	Displays confidence in communicating with others				
	I	E	Facilitates development of understanding in others				
	J	E	Interprets and makes use of other people's ideas and suggestions				
	K	E	Communicates upwards with confidence				
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		Gen 04	COMPETENCIES AND RANGE OF ELEMENTS				
			Dealing with Change - Positive approach to the challenges of change for self, team and the business. Sees change as an opportunity. Manages self and helps others to become receptive and responsive to change.				
Cross Reference	Reference	Optimum Standard	Activity Details	Date of Assessment			
				A	K	E	B
	A	E	Positive attitude to change, sees potential of new ideas and situations				
	B	E	Readiness to accept new methods, identifies problems quickly and accurately				
	C	E	Once change has occurred will adapt and accommodate it quickly				
	D	E	Seeks to manage change and bring about business improvement				
	E	E	Takes practical approach and assesses impact of change on self and others, aware some may be disadvantaged by it.				
	F	E	Willing to take decisions when changes in direction are shown to be necessary				
	G	E	Discusses what change may mean with members of team				
	H	K	Regards change as an opportunity and seeks to improve business and working practices as a result				
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		Gen 05	COMPETENCIES AND RANGE OF ELEMENTS				
			Teamwork – The willingness and capacity to work well within a team environment. The ability to get the best out of others, whilst participating fully.				
Cross reference	Reference	Optimum Standard	Activity Details	Date of Assessment			
				A	K	E	B
	A	E	Regular co-operation and communication with team members				
	B	E	Ability to relate to others, releases tension and conflict				
	C	E	Adapts style to suit				
	D	E	Works towards team goals				
	E	E	Builds mutual respect between individuals of differing perspectives				
	F	E	Seeks and provides useful constructive feedback				
	G	K	Encourages inter-team collaboration				
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		2 nd Review	Supervisors signature				
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		Gen 06	COMPETENCIES AND RANGE OF ELEMENTS				
			Leadership – The capacity to inspire and motivate others through skilful use of appropriate leadership style to suit team and situation. The earning of respect through merit and the ability to act as a role model.				
Cross Reference	Reference	Optimum Standard	Activity Details	Date of Assessment			
				A	K	E	B
	A	E	The capacity to assume positions of influence				
	B	K	Understanding of how to set goals and working methods				
	C	E	Ability to provide positive and negative feedback				
	D	E	Ability to cope with criticism				
	E	E	Ability to communicate with team				
	F	E	Capacity to agree objectives and motivate team members				
	G	E	Demonstrate appropriate behaviour at all times				
	H	K	Know the importance of clarity of thought, direction, and communication of vision				
	I	E	Participates with sensitivity in teamwork				
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		Gen 07	COMPETENCIES AND RANGE OF ELEMENTS				
			Managing Resources – The identification allocation and monitoring of resources in order to achieve goals. Prioritising and scheduling objectives so as to optimise time, cost and quality.				
Cross Reference	Reference	Optimum Standard	Activity Details	Date of Assessment			
				A	K	E	B
	A	K	Appreciates the time, cost and quality implications of their work, and the work of the team				
	B	E	Works effectively within time and budget constraints				
	C	E	Plans ahead, and schedules activities in order to ensure resources are available to meet objectives . Sets goals to achieve plan				
	D	E	Monitors and controls critical elements of the process				
	E	E	Liaises with all parties to ensure task/project remains on plan				
	F	E	Identifies and communicates potential threats to budget and programme				
	G	E	Ensures standards are attainable				
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		Gen 08	COMPETENCIES AND RANGE OF ELEMENTS				
			Negotiation – The skills and ability to gain other’s agreement to an acceptance of ideas or proposed actions.				
Cross reference	Reference	Optimum Standard	Activity Details	Date of Assessment			
				A	K	E	B
	A	E	Prepared and able to listen to others viewpoint but stand their own when required				
	B	E	Articulates the facts with clarity, presenting their case logically and persuasively				
	C	E	Displays confidence when presenting a case				
	D	E	Displays sensitivity to what people say and how they react				
	E	E	Able to get to the core issues quickly				
	F	E	Spots the point at which to make a trade off				
	G	E	Can see the big picture				
	H	K	Is aware of political issues, and seeks win-win situations				
	I	K	Addresses possible concerns and objections and responds to them				
	J	B	Ensures that they are in full possession of all information needed to make their case				
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		Gen 09	COMPETENCIES AND RANGE OF ELEMENTS				
			People Development – The ability to encourage others to develop new skills and enhance existing skills, through the use of listening, understanding, coaching and feedback				
Cross Reference	Reference	Optimum Standard	Activity Details	Date of Assessment			
				A	K	E	B
	A	K	Understands the importance of the learning process				
	B	E	Identifies and targets the need of individuals and self				
	C	E	Seeks and gives advice on training and development				
	D	E	Gives feedback on strengths and weaknesses – connecting plans for development of individuals				
	E	E	Recognises career aspirations and helps to produce realistic plans to achieve them				
	F	K	Takes time to talk through work problems with people – offering practical guidance				
	G	E	Targets work that can develop individuals – coaching them through				
	H	K	Motivates according to person's own make-up				
	I	K	Sound grasp of the principles of learning and development				
	J	B	Maintains a CPD log				
	K	B	Maintains a Personal Development Plan				
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			Date				

		Gen 10	COMPETENCIES AND RANGE OF ELEMENTS				
			Achieving Results - demonstrates high levels of drive and commitment. Effective goal setting for self and others. Endeavours to raise standards. Persistent and tenacious when faced with difficulties				
Cross reference	Reference	Optimum Standard	Activity Details	Date of Assessment			
				A	K	E	B
	A	B	Works appropriately within guidelines to produce results.				
	B	K	Sets challenging goals for self and others to achieve.				
	C	B	Schedules and prioritises work to maintain momentum towards achieving goals				
	D	E	Understands everyday priorities				
	E	E	Anticipates problems and has courage to address them				
	F	E	Identifies and pursues opportunities				
	G	E	Displays confidence in own skills and abilities				
	H	E	Can work independently with minimum supervision to achieve agreed goals				
	I	E	Sees the task/project through to a successful conclusion, learning from the process				
	J	E	Consistent delivery of quality performance				
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		Gen 11	COMPETENCIES AND RANGE OF ELEMENTS				
			Business and Customer Awareness – Works to understand customer and business needs and expectations and works to establish long term relationships. Demonstrates “Global” thinking as well as local acting.				
Cross reference	Reference	Optimum Standard	Activity Details	Date of Assessment			
				A	K	E	B
	A	K	Understands the link between own role and organisational aims and objectives				
	B	E	Identifies with the customer needs and recognises opportunities and threats				
	C	E	Understands cost implications of operations and the knock-on effect on business				
	D	B	Works well within management and information systems				
	E	K	Ability to prioritise business opportunities				
	F	K	Willing to take initiative to respond to market/customer requirements				
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		Gen 12	COMPETENCIES AND RANGE OF ELEMENTS				
			Improvement and Innovation – Continually strives to improve performance of self and others and uses innovative methods to get there				
Cross Reference	Reference	Optimum Standard	Activity Details	Date of Assessment			
				A	K	E	B
	A	E	Natural and constant desire to improve performance of self, team, business				
	B	E	Makes creative and innovative proposals				
	C	E	Adapts others approaches where necessary				
	D	B	Makes connection between creative ideas and innovative outcomes				
	E	B	Encourages innovation in others				
	F	B	Helps others understand need for improvement and innovation				
	G	K	Looks to a wide range of locations and people for additional information on work practice improvement				
	H	K	Understands a wide range of improvement techniques				
	I	E	Proactive approach to business				
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		Gen 13	COMPETENCIES AND RANGE OF ELEMENTS				
			Health, Safety and Welfare- Knowledge, understanding and appropriate usage of systems of Health, Safety and Welfare				
Cross Reference	Reference	Optimum Standard	Activity Details	Date of Assessment			
				A	K	E	B
	A	K	Health, safety and welfare legislation				
	B	E	Construction HS&W in the workplace				
	C	K	Roles and duties within CDM				
	D	E	Safety policies and compliance procedures. Health and Safety Plans				
	E	E	Proactive approach to safety				
	F	K	Preparation and interpretation of method statements				
	G	E	Person protection equipment				
	H	K	Scaffolding, edge protection and falls from height				
	I	E	Hazard identification, Risk assessments and reductive measures, Toolbox talks, stopshift audits and COSH, Inductions				
	J	E	Fire prevention and control				
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General competencies

General competencies that apply to Geospatial Engineering are the demonstration of knowledge of the issues involved in assessing the scope of a project and planning its implementation. To be able to carry out risk assessments and preparation of Project Quality Plans. To be able to demonstrate communication skills and the ability to understand and use management and administration skills. To be able to demonstrate knowledge of health and Safety Legislation. The ability to process and present both spatial and non-spatial data.

The Following additional general competencies apply to the geospatial engineering surveying stream.

		GE1	Competencies and Range of Elements				
			To demonstrate the ability to process and present both spatial and non-spatial data.				
Cross Reference	Reference	Optimum Standard	Activity Details	Date of Assessment			
				A	K	E	B
	A	E	Technical reports.				
	B	E	Schedules.				
			Digital and graphical output				
	C	E	Digital transfer formats				
	D	B	Record photography.				
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		3rd Review	Supervisors signature. Date:				

		GE2	Competencies and Range of Elements				
			Demonstrate an appreciation and general awareness of other geospatial engineering techniques.				
Cross Reference	Reference	Optimum Standard	Activity Details	Date of Assessment			
				A	K	E	B
	A	A	Land and Engineering Surveying (GES1).				
	B	A	Hydrographic Surveying (GES2)				
	C	A	Photogrammetry and Remote Sensing (GES3).				
	D	A	Cartography and Visualisation (GES4).				
	E	A	Geographic Information Systems (GES5).				
			Supervisors signature. Date:				
		1st Review	Supervisors signature. Date:				
		2nd Review	Supervisors signature. Date:				
		3rd Review					

