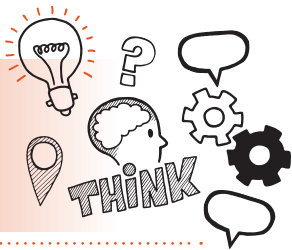


Think about
Observed Role Simulation
Level 3 International Freight
Forwarding Specialist –
Pathway 1 Air Freight AP01



On the day of assessment, you will carry out:



Two 30-minute observed role simulations



Face-to-face or remote



In a controlled environment



With an end-point assessor



Key point

You will be required to take one core simulation and one pathway simulation of a typical operational duty in freight forwarding. You will be informed of the core simulation task following Gateway.



Do

- Review the criteria associated with the observed role simulation
- this can be found in the EPA kit and in the planner at the end
of this document
- Ensure that the simulations relate to specific training you have
undertaken during your apprenticeship
- Use the planner to plan how you will demonstrate the skills and
behaviours that are associated with the observed role simulation
- Be prepared to answer questions following the observed role
simulation



Don't

- Forget to plan
- Forget to bring your ID
- Forget to tell your colleagues and customers you are being
assessed



Key point

Some areas may be questioned further in the professional discussion if not attempted as part of this method.



Next steps

- Results can take up to 7 working days to be confirmed
- Your manager/training provider will inform you of the results



Resits

- If you do not achieve a pass result on the observed role simulation you can resit the assessment



Use the table below to plan and prepare for the observed role simulation

Standard area - core	Key points to remember
<p>Accurately enter data regarding goods being imported or exported into generic or bespoke ICT systems.</p>	

Rate shipments for specific modes of transport in line with Incoterms.

Book, plan and monitor international shipments – using manual or ICT systems - in accordance with the rules and regulations that apply to that area of the world and to the goods consigned.

Prepare the Single Administrative Document (C88 in UK) for export (National Export System) and import declarations.

Produce accurate customs declarations & valuations.

Use data systems to prepare and submit the information required by customs authorities as part of the management of the international movement of goods.

Produce freight costings and invoices in line with incoterms and relevant charges.

Shows commercial acumen.

Is entrepreneurial.

Is proactive.

**Highly organised,
careful and diligent
in data entry and
written work.**

**Seeks to build
respect among
colleagues and
customers.
Demonstrates
teamwork.
Communicates
accurately and
effectively with
colleagues and
customers.**

**Standard area –
pathway 1 Air freight**

Key points to remember

**Calculate air
freight prices and
create quotes for
customers.**