



Use the table below to plan and prepare for the competency-based interview

Unit title	Key points to remember	Covered during competency-based interview
Operational management		
Leading people		
Managing people		
Building relationships		
Communication		

V1: Nov 2019

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Think about
Competency-based interview
Level 5 Operations/
Departmental Manager

On the day of assessment, you will carry out:



A 60-minute competency-based interview



Face to face



Under exam conditions



With an end-point assessor and your line manager (optional)



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Do

- Review the criteria associated with the competency-based interview - this can be found in the EPA kit
- Use the planner to plan how you will evidence the skills you have that are associated with the competency-based interview
- Ensure a quiet room is available and that there are no interruptions
- Detail your real-life experiences and evidence-based practice
- Refer to relevant theories, models and tools that support your real-life experiences
- Give thorough, but succinct, answers to questions that reflect the level 5 standard



Don't

- Forget to plan
- Forget to tell your colleagues that you are being assessed
- Forget that all questions must be answered in the time allocated for the assessment
- Be afraid to refer to the successes of your team that demonstrate your competency
- Be afraid to ask the end-point assessor to clarify questions if you don't understand them

Next steps

- Results can take up to 12 days to be confirmed
- Your manager will inform you of the results

Resits

- If you do not achieve a pass result on the direct observation you can resit the assessment



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