

Highfield Level 3 End-Point Assessment for ST0150 Electrical, Electronic Product Service and Installation Engineer

Apprentice Details

Name	
Employer	
Training Provider	

Portfolio of evidence

It is a requirement of this assessment plan that a portfolio of evidence is submitted at Gateway to support the professional discussion. This is not assessed. Please see the EPA-kit for more information on the requirements for the portfolio of evidence.

Please indicate below which piece of evidence is mapped to each KSB covered in the professional discussion. Please use the same reference as the file name to ensure the correct piece of evidence can be located.

KSB	Evidence reference	Evidence location
Customer care techniques including any particular company policies (PDK1, PDK2, PDK3)		
Understand and Apply EU/BS product standards (PDS1)		
Resolve disputes and know who to report to in case of problems (PDS2)		
Research and apply environmental legislation that is current and appropriate to installations and repairs (PDS3)		
Apply the appropriate electrical, electronic & software principles to understanding the nature and reason for faults (PDS4, PDS5, PDS6))		
Giving a good impression of their employer and themselves by being polite and appropriately dressed (PDB1)		
Having a friendly greeting and manner to colleagues and customers (PDB2)		
Continuing 'personal professional development' in an industry that is changing rapidly (PDB3)		

KSB	Evidence reference	Evidence location
Developing a trusting relationship with customer and colleagues (PDB4)		

Apprentice Declaration

I confirm that the evidence contained in this portfolio of evidence is all my own work and any assistance given and/or sources used have been acknowledged.

Signed by apprentice (name)	Signature	Date

Employer Declaration

I confirm that the portfolio of evidence is valid and attributable to the apprentice.

Signed on behalf of employer (name)	Signature	Date