

Civil Engineering Trainer/Assessor

GEN II Engineering & Technology Training Ltd

Salary: Maximum Job Value £31,959 per annum - dependant on qualifications & experience

Location: Workington

Contract: Full-time

Closing Date: Open

The role of the Civil Engineering Trainer/Assessor is to deliver, assess and where necessary offer support to learners engaged in Civil Engineering up to level 3, in accordance with the awarding body guidelines.

The role will also include the progressive development of Civil Engineering curriculum and the material associated with its delivery.

The role may also include other tasks as directed by the Training Manager.

The delivery and assessment of Civil Engineering courses up to level 3.

The development of Civil Engineering course delivery material and ensuring compliance with awarding body standards.

Duties and Responsibilities

To deliver and assess Civil Engineering courses up to and including level three.

To develop and maintain the current Civil Engineering course material including lesson plans and schemes of work for a range of courses.

Assist in assessing, changing curricular needs and offers plans for improvement.

Maintain effective and efficient record keeping procedures. (ILP etc).

To review course content and delivery methods on a regular basis.

Assume responsibility for meeting his/her course and learner performance goals.

To ensure all relevant evidence of learning is accurately and correctly documented and completed for each learner.

Provide feedback and support to learners on a one to one/ group basis.

To assist in the overall development of the training centre.

To assist in the delivery of course material outside of the subject of Civil Engineering.

To prepare and assist in internal and external audits.

Perform other duties and responsibilities as assigned by the Training Manager.

Requirements (Essential)

Have a minimum of three years Civil Engineering experience in industry in a supervisory position

Minimum HNC qualification

Have a sound knowledge of Civil Engineering principles

Good numeracy, literacy and computer skills

Communicates effectively, both orally, and in writing, with learners, employers and other professionals

Car driver

Additional Requirements (Desirable)

Hold an assessor qualification or be willing to work towards attaining

Hold a recognised teaching qualification or be willing to work towards attaining

Has experience of delivering and developing Civil Engineering courses

An understanding of the Advanced Apprenticeship Framework and the funding process

Knowledge of alternative teaching/learning options

An intermediate level of understanding of MS office applications

Has experience of Training Needs Analysis and Programme Design

Personal Qualities

Proven ability, maturity and confidence to deal with a diverse range of personnel

Self-starter, able to manage a variety of projects independently

Ability to work on own initiative

Patient and shows control in challenging situations

Can take ownership for problems and assignment to resolution

Shows leadership when appropriate, but is also a good team player

Clear thinking and a simple communicator

Terms of Employment: Full Time

Applications: Please download an application form at www.gen2.ac.uk and send to Heidi Clements HR Manager, Gen2 Training,

Blackwood Road, Lillyhall, Workington, Cumbria, CA14 4JJ;
Tel 01900 701323; E-mail heidi.clements@gen2.ac.uk

Further Information: Information on Gen2 is available at www.gen2.ac.uk