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Apega competency self-assessment worksheet

Self work assessment examples. Apega competency examples.

 Registration Services APEGA Competency-Based Assessment Guide For Professional Engineering Applicants V4.0 December 17, 2021   APEGA Competency-Based Assessment Guide V4 December 17, 2021 Page 2 of 23 The images contained within this document may not exactly match the latest version of the software you are working with; however, it does not impact the process and workflow associated with the application, and reference process. Confidentiality and Intellectual Property This functional-requirements specification document and all supplementary documentation is the sole property of APEGA. The previously mentioned documentation is deemed to contain confidential business, operational, and technical information that shall remain strictly confidential and shall not be shared, replicated, nor disseminated to any third party without the express written consent of a duly authorized executive representative of APEGA. This document, including the technical content of this document and the supplementary documentation, is deemed to contain intellectual property that shall also remain confidential and shall not be replicated, duplicated, or disseminated without the express written consent of a duly authorized representative of APEGA. The Association of Professional Engineers & Geoscientist of Alberta (APEGA) 1500 Scotia One, 10060 Jasper Avenue NW Edmonton, AB, T5J 4A2 T: 780-426-3660 TF: 800-661-7020 (North America) E: registration@apega.ca W: www.apega.ca Copyright © 2021 APEGA Publication History Version Revision 1.0 Initial version 2.0 Update to content 3.0 Update due to change in system 4.0 Updating format of guide   APEGA Competency-Based Assessment Guide V4 December 17, 2021 Page 3 of 23 This page intentionally left blank Competency means the ability or capability to do something efficiently using knowledge or instructions requires to successfully perform critical work functions. It is the basis of measuring the skills standards, knowledge and abilities of a person. Competency provide complete knowledge about an individual's ability and skills of performing specific functions and tasks. In simple words, competency is the measure of both proven knowledge and proven skills of an individual. APEGA permit holders and professionals include companies and other organizations that regularly practise engineering, geoscience or both – have shared decent commitment to the safety of public and well-being via the professions self-regulation. There was the public interest being served is their primary responsibility and privilege. APEGA specifically takes part in the engineering national conversation and geoscience issues through the Geoscientists Canada and Engineers Canada. What is competency-based assessment? When we start a job, it is necessary to have complete knowledge and information about that particular job. The information or knowledge varies with the complexities of the job.
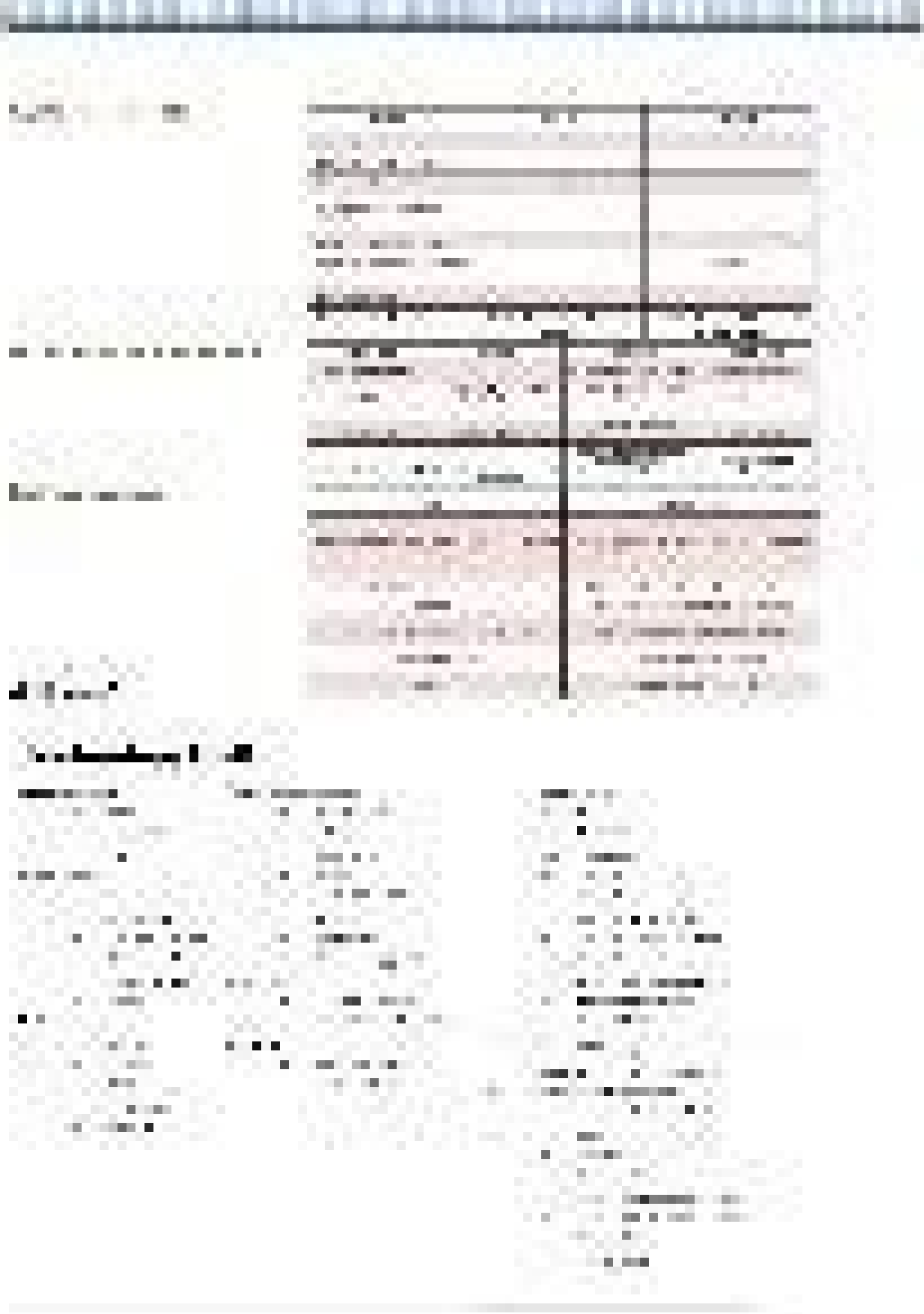
A competency-based assessment process is the technique to build the knowledge and information in an individual to perform a job. It is very important for an individual to know about the responsibilities and requirements of the job he is going to perform, without knowing about the job it is impossible for the person to work efficiently and expertly.Competency-based assessments are conducted in order to provide the individual all the necessary and important information about the job after testing his/her knowledge about that job. Basically, it is the process of polishing an individual's skills as per your requirement before hiring him or her on a particular job so that he or she work according to your instructions. It gives a complete guideline to the management or the administration that how should that deal with that specific employee and what are his strong and weak points. Competency-based assessment processes There are different steps or approaches of a competency-based assessment processes: Self-Assessment: The initial and most basic step of a competency-based assessment is self-assessment. A person should test himself that how much he knows about that job and what are his skills. It is very important for the person himself to firstly understand about his capabilities and what can he do.

Assessor Review: In some cases, only self-assessment is sufficient and no further assess is required but, in few cases, assessor is required for reviewing the information and data collected by an individual is correct or not and if the person is capable of doing that job or not.Identify the development needs: An assessment helps to identify the strong and weak points of an individual. It helps to determine that where the person is lacking and what are the strong and well-developed points of an individual. This helps in creating and developing a plan.
ON and OFF the job learning: To become an expert it is necessary for an individual to work hard and practice more on that particular task or assignment. It is necessary for the person to work on that even after job so that he can become an expert and can work more efficiently. Re-Assessment: After assessment, if any development and changes were required in the person's work so an assessment is conducted again in order to test whether is there any changes or improvement in the person's skills or there is no development. APEGA Competencies APEGA Competencies consist of 4 main categories and these are: Project and Financial Management Professional Accountability The key competency categories: APEG'S CBAT test the applicant's key competencies which are further divided into six main categories. The following categories are important for a person to work safely and expertly as an engineer. Technical Competency: Technical competency is defined as the application of knowledge needed to perform a particular job with an organization.Communication: Communication means carrying out a specific task efficiently using your skills which reflect your performance and helps you identify what changes are needed in future. Project and Financial Management: It includes planning and managing the finance of the company which means to make up or build up a plan keeping in mind the financial conditions of the company. Team Effectiveness: Team work is very important in an organization. For the betterment and progress of an organization or the company all they employees should work together as a team. Professional Accountability: Professional accountability means being answer able of one's action, whatever you do you own it and provide valid reasons for doing that.
Social, Economic, Environmental and Sustainability: For the development it is necessary to keep everything in balance. So, to achieve sustainability it is necessary to maintain equilibrium in the social, economic and environmental resources. APEGA Competency Assessment is a mandatory step to prove your abilities in front of APEGS Canada. The Competency based Assessment scoring scale is utilized for rating the ability of an applicant to perform the tasks related to engineering. The APEGA Board of Examiners needs applicants to no longer require supervision for completing the engineering tasks to be eligible for the professional membership. Applicant is needed to demonstrate the experience of professional level and expertise in the set 22 key competencies. Each key competency fulfillment is rated on scale from 0 to 5. The applicant is rated all the competencies and provide a self-assessment score on the Competency-Based Assessment Tool (CBAT) form, and his or her validators, who will review the examples and provide a score based on their assessment of the applicant's abilities during the time the validator witnessed or supervised the applicant. The core key competencies in each of the category need minimum score of 1 for the applicant to become eligible to apply for the APEGA. There is the each competency category needs an overall level of competence of 2 or 3. The overall score in each category must require to meet or exceed the minimum level. In case when the applicant's self-assessment score is lower than the minimum score for each key competency, the application will not meet the eligibility requirements from APEGA. As per the guidelines from the APEGA, the APEGA's board of examiners is the decision-making body for membership with APEGA on all applications. The review from BOE and final decision is relied on academic credentials of an applicant, demonstrated core competencies, validator feedback, and relevant work history. 22 Company-Based Assessment for Applicants: It is necessary for the applicants to complete a company-based assessment before applying for the APEGA. Sometimes, the applicants don't need any reviewer and self-assessment is adequate but in fewer cases validators or reviewers are required. APEGA Competency Assessment is required as an essential step to get your immigration process easier. Selecting Validators:The name and email address of at least one of the validators of each company should be provided.The validators are assigned to review a part each, and gives feedback about it. The validators completely review the self-assessment and scores it.Providing Examples:The company-based assessment has many pages divided into various categories. The applicant is asked to give example of each category. There are two types of examplesWeak examples: when the applicant work as a team member and doesn't work as a leader. The applicant is a part of a team which works on a specific task or assignment.Strong examples: Strong examples are when the applicant is directly responsible and have authority of having obvious effect on a project.Complete the Competency-Based Tool:Under each competency the applicant has to write an authentic and relevant example of recent engineering examples. It is important for the applicant to select the validator's email and name from the previous created list. The applicators are also instructed to provide the validator's email, name, designation and position and then move forward in completing the situations, detailed actions and outcomes that will meet the requirements of every competency.The Assessment Process:Application Submission: Once all requirements are completed the application is submitted to the authorities and then they are responsible of checking the information and reviewing it.Application status track: Applicant can check the status of its application anytime that whether it reached to the authorities or not.