



JAS-ANZ competency framework

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Overview

During the presentation I'll cover off on the following:

- Competency framework
- Comparison of this framework to IAF MD20
- Process for progression from application to sign-off
- JAS-ANZ Learning Management System



Principles and framework

1

Office assessments

Assessment teams for initial and reassessment must include technical expert, surveillance need not always

2

Witness assessments

Assessment team competencies mirror CAB requirements for audit teams

3

Framework

Competencies are identified in the capability framework and are based on these principles

Corporate Competencies



(what everyone needs to know and understand)

- Introduction to JAS-ANZ
- OHS induction
- What is conformity assessment and what is accreditation?
- Accreditation system and decision making
- Services and relationship to end user needs
- Operations and support functions

Behaviours



(Levels dependent on role)

- Conceptual Thinking
- Adaptability/Flexibility
- Transparency
- Empathy/Interpersonal
- Understanding Service Orientation
- Achievement Orientation
- Teamwork and Cooperation
- Developing others

Role Specific Competencies

e.g. Assessment administrative staff would need the following

- Application Processes
- Planning and preparation
- Assessment scheduling
- Reporting and finance procedures
- Systems and general administration



Assessor Competencies (generic)

- Knowledge of assessment principles, practices and techniques
- Knowledge and understanding of accreditation processes
- Interviewing, note-taking, report-writing skills
- Language skills appropriate to all levels within the CAB
- Knowledge of specific standards/normative documents
- Knowledge and understanding of processes and work performed at an accredited CAB
- Knowledge of continuous improvement concepts and methodologies
- Certification decisions, impartiality, stage planning



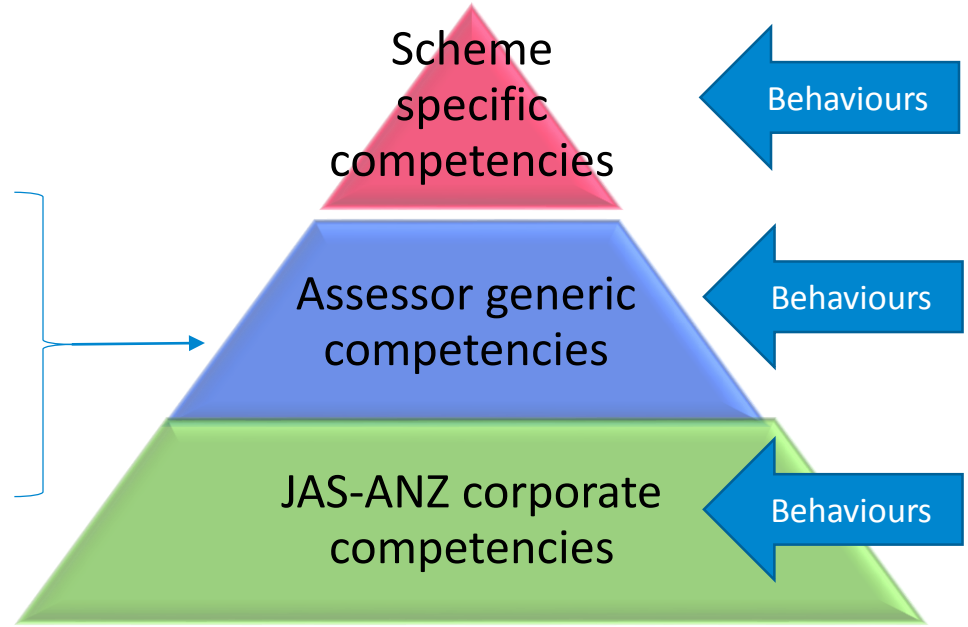
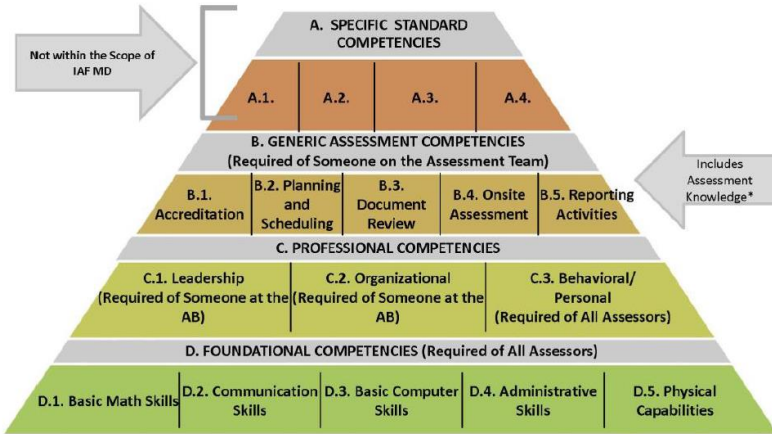
Sector/Scheme Specific Technical Competencies



- Demonstrated sector knowledge/experience
- Scheme competencies/requirements (Scheme pages)
- Knowledge in relevant approved standards and mandatory documents
- Scheme normative documents

IAF MD20 competencies comparison

ACCREDITATION BODY ASSESSOR COMPETENCY PROFILE



Process

Selection – Application, review, accept/reject

Induction – JAS-ANZ base induction

Assessor base training and evaluation of knowledge

Program basic training and evaluation of knowledge

Scheme Specific training and evaluation of knowledge

OJT and evaluation

Learning Management System

- JAS-ANZ has a large dispersed workforce to service our clients
- The spread and number of assessment team members makes it difficult to continue with past practice of face-to-face training
- LMS allows us to provide on-line e-learning options but also to organise internal and external face-to-face offerings and record training and competence assessment.
- [JAS-ANZ LMS](#)





QUESTIONS??

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