



ACCREDITED ASSESSOR ACCIDENT REPAIR

Accredited Assessor Accident Repair Specification – General

- In order to provide the level of competence and value required in the IMI Accreditation assessment approach, an IMI Assessor must provide full evidence of appropriate experience, knowledge, competence and personal qualities.
- They will have a breadth of experience across the Accident Repair industry and will be able to cope comfortably with pressure and the need for accuracy; both during the IMI Assessor workshop and subsequently in carrying out IMI accredited assessments for candidates.
- They will be able to gather evidence against competences.
- In order to qualify for assessment as part of the IMI Accredited Assessor for Accident Repair, you are first of all required to complete the attached questionnaire. It should not be treated as a test, rather an opportunity for you to confirm your suitability for the role by declaring your current skill-set.
- NB. Through IMI we seek to measure the current competence of the candidate in relation to the benchmark set out by industry experts.

Qualifications and CPD

- Whilst qualifications are not mandatory to become an Assessor, it would be an advantage for the candidate Assessor to hold relevant academic or industry recognised qualifications. Similarly, alternative evidence that they are able to operate at the required level is also acceptable.

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Candidate Specification

Experience

- Previous coaching and assessing experience of candidates in the Accident Repair sector at Level 2 and 3
- IMI Accredited achievement in an Accident Repair discipline(s)
- A minimum of 5 years and recent experience of working with or within the motor industry in this sub sector
- Evidence of previously delivering measurable improvements in the sector e.g. via the provision of training, coaching or assessment first hand

Knowledge

- Up to date knowledge of good practice in the sector including legislation and legal accountability
- Up to date knowledge of the Accident Repair sector of the Motor Industry
- Understand fundamental Accident Repair skills across all competences within the chosen Accident Repair route
- Have a working knowledge of giving both positive and negative feedback to candidates
- Awareness of the codes of practice and professional standards within the sector
- Setting up strict but a fair assessment environment, including the facilitation of online testing and results
- Understand the aim, structure and content of the IMI Accreditation model

Core competency

- Set up an Accident Repair assessment
- Maintain assessment vehicles and ensure they comply with the Assessment Strategy
- Access and use researched repair methods
- Assess candidates consistently and fairly
- Mark the candidates completed assessment documents accurately
- Express conclusions effectively
- Give relevant and balanced feedback

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Personal qualities

- Engender confidence and respect
- Develop rapport within a given time frame
- Demonstrate a high quality of interpersonal skills
- Demonstrate strong communication skills that can be adapted to suit the style of the participant - the ability to **listen effectively** is a **key** skill here.
- Uphold integrity and professionalism – this includes safeguarding the principles of IMI Accreditation
- Maintain confidentiality at all times
- Ability to adhere to the IMI Code of Conduct and to impart the importance of the latter to candidates

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