

Motor Vehicle Technician Level 3

Apprenticeship Standard

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Overview



A motor vehicle service and maintenance technician services and repairs light vehicles such as cars and vans and works either in dealerships which focus on a particular manufacturer, or in an independent garage which deals with many different makes of vehicles.

The technician must be able to work independently but also operate as an effective team member and have good customer service skills. Technicians working in large dealerships work with other departments, for example carrying out work for the Sales Department and ordering parts from the Parts Department, whereas technicians in smaller independent garages may be called upon to manage their own delivery of parts.

The technician will work on all the systems found within the vehicle. The day-to-day work ranges from replacing simple parts through to solving complex faults with the use of diagnostic methods and equipment. The tasks faced are constantly changing, driven by the introduction of ever more complex technologies and diagnostic techniques.

Duration:

24 months + 3 months for the End Point Assessment

Entry Guidelines:

English & maths at GCSE grade A*-E/2-9 or Functional Skills level 1

NB All apprenticeship standards require apprentices to provide evidence of their English and maths grades before they can progress through the Gateway to their End Point Assessment and achieve the apprenticeship qualification.



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Course Overview

Pre-programme	On Programme Learning covering Skills, Knowledge & Behaviours	Gateway	Independent End Point Assessment
<p>Initial assessment English & Maths</p>	<ul style="list-style-type: none"> Automotive Level 3 F-Gas Certificate 	<ul style="list-style-type: none"> English Level 2 Maths Level 2 	<ul style="list-style-type: none"> On-site knowledge test Skills test
<p>Skills Scan</p>	<p>Portfolio of evidence to be built during the programme</p>	<ul style="list-style-type: none"> E-portfolio of evidence 	<ul style="list-style-type: none"> Professional Discussion
<p>Induction with Trainer Assessor</p>	<p>On programme Assessments & Reviews:</p> <ul style="list-style-type: none"> 6-8 weekly sessions with Trainer Assessor. 8-10 weekly Progress Reviews with apprentice and employer. 		

Course Details

The Knowledge element of the course will include:

1. How vehicle service and repair is impacted by legislative, regulatory and ethical requirements, including health and safety law and environmental procedures.
2. The structure of the industry and how the business works from an operational perspective, business targets, the systems and processes that make up the efficient running of a business.
3. How to develop positive working relationships and communicate effectively.
4. Routine servicing and inspection procedures.
5. Steering and suspension geometries; electrical circuit requirements and calculations.
6. Common fault types, causes and effects of different types of faults.
7. How to diagnose faults using suitable fault-finding strategies.
8. Construction and operation of advanced electrical, braking and suspension systems, engine and transmission systems and engine and gear calculations.
9. Vehicle emissions and legal requirements.
10. Alternative fuels and hybrid and electric systems.

The Occupational Skills element of the course will include:

1. Demonstrate due regard for own safety and that of others in the workshop and minimise risk of injury and vehicle damage.
2. Carry out fundamental tasks associated with removal and replacement procedures on a vehicle.
3. Interpret diagnostic information and use electrical wiring diagrams to determine system serviceability.
4. Use a range of diagnostic equipment.
5. Follow recognised diagnostic procedures, logical diagnostic sequence and apply advanced diagnostic principles and problem-solving techniques to establish faults.
6. Report faults using company procedures and recommend suitable further actions.
7. Follow recognised repair procedures to complete a wide range of repairs including those which involve complex procedures, or in-depth knowledge.
8. Test the function of repaired and fitted components.
9. Adhere to business processes and complete documentation following workplace procedures.
10. Complete a range of services and inspect and prepare a vehicle to the required quality standard for handover to the customer

Skills & Behaviours

This apprenticeship programme is designed to develop the knowledge, skills and behaviours required to be an effective Motor Vehicle Technician.

The **Skills & Behaviours** element of the apprenticeship is to be completed with support from a Trainer Assessor making periodic visits to the apprentice in the workplace. The Trainer Assessor will support and guide the apprentice to ensure that they are developing the skills and competency required in accordance with the apprenticeship standard. The apprentice will use the e-portfolio system called OneFile to build a portfolio of work throughout the development stage, which is a key component of End Point Assessment and demonstrates their occupational competency.



Gateway



Once the apprentice has completed all the required elements of the apprenticeship and their manager and Trainer / Assessor agree that they are ready for the end point assessment, they will progress through the Gateway to undertake their End Point Assessment.

A completed portfolio of evidence is a compulsory End Point Assessment (EPA) gateway requirement that supports the Interview component.

The apprentice's employer must sign-off the portfolio of evidence, that has been completed by the apprentice during their programme, to confirm the apprentice has demonstrated the knowledge, skills and behaviours assigned to this apprenticeship standard.

End Point Assessment

The End Point Assessment must only start once the employer is satisfied that the apprentice is consistently working at or above the level set out in the occupational standard, that means they have achieved occupational competence.

End Point Assessment (EPA) normally takes 3 months to complete and consists of:

The apprentice's employer must agree the project activity with their apprentice's End Point Assessment Organisation and the project activity should typically take up to 3 months to complete and consists of:

- **On-site Knowledge test** (multiple choice questions)
- **Skills test**
- **Professional Discussion** (supported by portfolio of evidence)

The purpose of the interview is to determine the extent to which the apprentice understands the requirements of his/her role as defined by the apprenticeship standard and to explore them through discussion.

The portfolio of evidence (that has been completed by the apprentice during their programme) will be used as a source of evidence by which apprentices can exemplify their responses to questions asked by the assessor. The portfolio of evidence will include the self-assessment and testimonies from people who use service. The portfolio itself will not be assessed, but will be used by the assessor to prepare the questioning for the interview and by the apprentice to exemplify their responses to the questions.

The apprentice will achieve a grade of fail, pass and distinction for this component of the end-point assessment that will contribute towards the overall apprenticeship grading award.

Grading & Progression



Apprenticeship grading

The available grades for this apprenticeship programme are **Distinction, Pass or Fail**.

Where can apprentices progress to?

The apprentice may choose to progress on to a supervisory role within the organisation.

