**Part B – Technician Member of the Energy Institute competence grid**

Technician Member of the Energy Institute (MEI)

Technician Members of the Energy Institute (MEIs) are experienced professionals working in energy in any capacity.

Whatever their area of work, they will have roles which require the use of professional judgement and responsibility. They might be overseeing projects or staff or processes and will be applying complex principles to their work and developing and innovating in their role.

**Completing the grid**

Your completed grid should:

* Include examples about you and the energy-environmental related work you have done;
* Be in the first person;
* Address the competence being described;
* Use detailed and specific examples to describe your actual work rather than a theoretical example.

You should look to write around 200 ~ 300 words for each competence. Please see the guidance document for further information.

# Competence and Commitment Standard for Technician Member of the Energy Institute.

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| **Name:** |  | **Current EI Membership grade:** |  |
| **Job title if applicable:** |  | **Company:** |  |

**Technician Members** must be competent throughout their working life, by virtue of their education, training and experience, to:

**A Use energy knowledge and understanding to apply technical / non-technical and / or practical skills.**

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|  | **Competence** | **Examples of how you meet competence:** |
| **A1** | **Review and select appropriate techniques, procedures and methods to undertake energy related tasks.**  How you might demonstrate this competence.   * Describe something in your work that you were involved in which didn’t quite work and explain why. |  |
| **A2** | **Use appropriate scientific, technical / non-technical principles.**  How you might demonstrate this competence:   * Drawing from your direct experience, this might be an explanation of how a piece of equipment, system or mechanism works. |  |

**B Contribute to the design, development, manufacture, construction, commissioning, operation or maintenance of products, equipment, processes, systems or services.**

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|  | **Competence** | **Examples of how you meet competence:** |
| **B1** | **Identify problems and apply diagnostic methods to identify causes and achieve satisfactory solutions.**  How you might demonstrate this competence:   * Show an example of how you have used measurement, monitoring and assessment to identify the source of a problem. |  |
| **B2** | **Identify, organise and use resources effectively to complete tasks, with consideration for cost, quality, safety and environmental impact.**  How you might demonstrate this competence:   * Illustrate how you make decisions about what material, component, people or plant to use or how to introduce a new method of working. |  |

**C Accept and exercise personal responsibility.**

**Describe an experience or instance where you have had to accept personal responsibility for seeing a process through to completion within agreed targets.**

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| **Competence** | | **Examples of how you meet competence:** |
| **C1** | **Work reliably and effectively without close supervision, to the appropriate codes of practice.**  How you might demonstrate this competence:   * Your evidence should show how you personally identified and agreed with what had to be done and to what standards on a typical project. |  |
| **C2** | **Accept responsibility for work of self and others.**  How you might demonstrate this competence:   * Minutes of meetings; site notes and instructions; Variation Orders; programmes of work; specifications, drawing and reports; appraisals. Voluntary work not associated with your job can contribute evidence. |  |
| **Competence** | | **Examples of how you meet competence:** |
| **C3** | **Accept, allocate and supervise technical / non-technical and other tasks.**  How you might demonstrate this competence:   * Minutes of meetings; site notes and instructions; Variation Orders; programmes of work; specifications, drawing and reports; appraisals. Voluntary work not associated with your job can contribute evidence. |  |

**D Use effective communication and interpersonal skills.**

**You will need to show you can: contribute to discussions; make a presentation; read and synthesise information; write different types of documents.**

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| **Competence** | | **Examples of how you meet competence:** |
| **D1** | **Use oral, written and electronic methods for the communication in English of technical / non-technical and other information.**  How you might demonstrate this competence:   * Letters, faxes, emails and memos containing relevant technical / non-technical information, advice, work instructions, technical reports and drawings. Minutes and documents of planning progress meetings may also be relevant. |  |
| **Competence** | | **Examples of how you meet competence:** |
| **D2** | **Work effectively with colleagues, clients, suppliers and the public.**  How you might demonstrate this competence:   * Examples of how this has occurred, and your role at the time. |  |

**E Make a personal commitment to an appropriate code of professional conduct, recognising obligations to society, the profession and the environment.**

**Your commitment will be to become part of the profession and uphold the standards to which all members subscribe. You need to show that you have read and understood the Energy Institute’s Code of Professional Conduct.**

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| **Competence** | | **Examples of how you meet competence:** |
| **E1** | **Comply with the Codes of Professional Conduct of the Energy Institute.**  How you might demonstrate this competence:   * Download the Code of Professional Conduct from the Energy Institute’s website www.energyinst.org and check that your current means of working does not conflict with any of these requirements. |  |
| **Competence** | | **Examples of how you meet competence:** |
| **E2** | **Manage and apply safe systems of work.**  How you might demonstrate this competence:   * Evidence of current safety requirement – examples of good practice you adopt in your work. |  |
| **E3** | **Undertake your energy related work making and utilising risk assessments, and observing good practice with regard to the environment.**  How you might demonstrate this competence:   * Examples of methodical assessment of risk in specific projects; actions taken to minimise risk to health, safety or the environment. |  |

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| **Competence** | | **Examples of how you meet competence:** |
| **E4** | **Carry out continuing professional development to ensure competence in areas of current and future intended practice.**  How you might demonstrate this competence:   * This means demonstrating that you have actively sought to keep yourself up to date, perhaps by studying new standards or techniques, production of an annual Personal Development Plan and made use of magazines, Branch meetings, and other opportunities offered by the Energy Institute and others to keep abreast of change. (An education and training guide is produced annually by the Energy Institute to assist in this regard). |  |