Connexis Assessor Application Form v7.0

Connexis registers assessors to assess trainees employed in infrastructure industries. To become a registered assessor, individuals must have current industry experience as well as technical knowledge and skills for the areas they are assessing. Additionally, assessors are required to have unit standard 4098 *Use standards to assess candidate performance (Level 4)* or demonstrate equivalent knowledge and skills. On registration, assessors are approved with an assessment scope containing the programmes or unit standards they are permitted to assess Connexis trainees for. This scope is based on evidence of experience and qualifications.

Please ensure you complete all the required sections below and attach the relevant supporting documentation and send it to quality@connexis.org.nz

Quality Assurance will acknowledge your application on receipt. For new assessors, if your assessor application is approved, you will be notified and advised of the post-assessment moderation requirements to complete your registration. For existing assessors, when your scope extension is approved you will be notified, and a copy of your approved assessment scope sent to the email you provide in this application.

PART 1: Application Type

Please indicate the type of application you are submitting.	
☐	**New Assessor Application** *Complete ALL parts of this application.* Please tick if you wish to apply to assess Connexis learners.
☐	**Assessment Scope Extension** *Complete parts 1, 2, 4, 5, 7, & 8* Please tick if you wish to add NZ diploma, certificate and/or microcredential programmes, or unit standards to your assessment scope. **Assessor Registration No**:
☐	**Change of Assessor Details** *Complete parts 1, 2, 3, & 8* Please tick if you have changed workplace or contact details. **Assessor Registration No:**
☐	**Gateway Assessor** *Complete parts 1, 2, 4, 5, 7, & 8* Please note that you will need to consent to a police check to add Gateway programmes to your assessment scope

PART 2: Applicant Details

First names:			
Surname:		Preferred name:	
NSN:		Date of birth:	

Ethnicity: Please select up to three.

☐ NZ European   ☐ NZ Māori   ☐ Australian

☐ Cook Island Māori   ☐ British/Irish   ☐ Filipino

☐ Samoan   ☐ Fijian   ☐ Chinese

☐ Other   *Please state:* _____

Iwi affiliations (if applicable): _____

Please provide at least one mobile phone number. The primary email will be used for all communications and accessing the assessor portal and eLearning.

Personal Mobile:		Work Mobile:	
Primary email:		Alternate email:	
Employer/Company name:		Position:	
Work address:		Home Address:	

Please indicate your preferred address for courier packages: ☐ Home ☐ Work

PART 3: Assessor Application Type

	Please indicate the assessor type/s for new applications or assessors updating details.	
☐	**Workplace Assessor** An assessor who assesses learners enrolled in a Connexis programme within an approved scope using the approved Connexis assessments. Workplace assessors are employed in the same workplace as the learners they are assessing.	
☐	**External Assessor** An assessor who completes and reports assessment results for people from other workplaces/organisations within an approved scope using the Connexis assessments. External assessors who are contracted by Connexis on an as-needed basis to assess part of, or whole approved programmes for learners enrolled in training agreements are required to sign a Service Level Agreement. External assessors reporting results for single unit or skill standards linked to Waka Kotahi license endorsements, TTM unit standards, or standards outside the learner's formal training plan are not contracted by Connexis.	
☐	**Provider Assessor/Tutor** An assessor who is employed or contracted by an NZQA-registered tertiary education organisation (TEO). Connexis requires Provider Assessors/ tutors to be registered if they report results using Connexis Consent to assess, as per the sub-contracting agreement. Connexis recommends that Provider Assessors or tutors who report credits for NZQA unit or skill standards register with Connexis to receive the Assessor Newsletter with industry updates. They do not need a Connexis assessor scope to report, unless using Connexis consent to assess, and can skip PART 4.	

PART 4: Assessor Scope Request

Tick ☑ the box next to the programmes and strands that you are requesting scope approval for.

Please ensure that your selection is within your field of expertise and is supported by evidence of relevant qualifications and/or equivalent skills.

Your scope application will be reviewed by the Connexis QA Team, and where appropriate, by a technical advisor. If you are unsure of which programmes you want to assess, contact your customer service account manager (CSAM) for guidance.

Please note: Not all unit standards within a qualification programme may be assigned to your scope, either because they are considered "off job" or Connexis does not have assessment materials available.

AGRICHEM

☐ 3984v1   NZC Agrichemical Application L4
　　　　　　☐ Aquatic Strand
　　　　　　☐ Broadacre Strand
　　　　　　☐ Tree and Vine Horticultural Strand
　　　　　　☐ Targeted Weed Strand
　　　　　　☐ Total Vegetation Control Strand

HEALTH AND SAFETY

☐ 3533v1   NZC in Workplace Health and Safety Practice L3

CIVIL INFRASTRUCTURE

☐ 1714v2   NZD in Engineering Practice L6 - Civil
☐ 2522v2   NZC in Infrastructure Works L2
☐ 2617v2   NZC in Infrastructure Works (Single Site Supervision) L4
☐ 2618v2   NZC in Infrastructure Works (Contract Management) L5
☐ 2619v2   NZC Infrastructure Works Projects L5
☐ 2692v2   NZC in Civil Engineering Laboratory L4
　　　　　　☐ Aggregate Strand
　　　　　　☐ Asphalt Strand
　　　　　　☐ Bitumen Strand
　　　　　　☐ Concrete Strand
　　　　　　☐ Field Investigation Strand
　　　　　　☐ Soil Strand
☐ 2693v2   NZC in Civil Engineering Laboratory L5
　　　　　　☐ Aggregate Strand
　　　　　　☐ Asphalt Strand
　　　　　　☐ Bitumen Strand
　　　　　　☐ Concrete Strand
　　　　　　☐ Field Investigation Strand
　　　　　　☐ Soil Strand
☐ 2725v2   NZC in Infrastructure Works (Civil) L4
　　　　　　☐ Earthworks Strand
　　　　　　☐ Road Construction Strand
　　　　　　☐ Road Maintenance Strand

- ☐ 2957v2   NZC in Surveying L4
- ☐ 2958v2   NZC in Hydrographic Surveying L4
- ☐ 3179v2   NZC in Infrastructure Procurement Procedures L6
- ☐ 3180v2   NZD in Infrastructure Asset Management L6
- ☐ 3234v2   NZC in Roadmarking L2
  - ☐ Piloting Strand
  - ☐ Raised Pavement Markers Strand
- ☐ 3235v3   NZC in Roadmarking L3
- ☐ 3236v3   NZC in Roadmarking L4
  - ☐ Testing Strand
- ☐ 3775v1   NZC in Infrastructure Works (Bitumen Surfacing Construction)
- ☐ 3782v1   NZC in Infrastructure (Forestry Earthworks) L4
- ☐ 3858v2   NZC in Infrastructure Works (Pipeline Construction and Maintenance) L4
  - ☐ Drinking Water Strand
  - ☐ Wastewater and Stormwater Strand
  - ☐ Trenchless Technologies
- ☐ 3966v1   NZC in Infrastructure (Piling) L4
- ☐ 4164v1   MC in Infrastructure - Erosion and Sediment Control Plans L4
- ☐ 4263v1   NZC in Traffic Incident Management L3
- ☐ 4412v1   MC in CCTV Inspection of Water Services Assets L4
- ☐ 4416v1   MC in Horizontal Directional Drilling L4
- ☐ 4436v1   NZC in Infrastructure Plant Operations L3
- ☐ 4439v1   NZC in Civil Infrastructure Bulk Earthworks L3
- ☐ 4440v1   NZC in Infrastructure Works L3
  - ☐ Civil Work
  - ☐ Bitumen Surfacing
  - ☐ Forestry Earthworks
  - ☐ Piling and Deep Foundations
  - ☐ Pipeline Construction and Maintenance
- ☐ 4441v1   NZC in Infrastructure Works (Pipe Installation) L4

ELECTRICITY SUPPLY

- ☐ 1714v2   NZD in Engineering Practice L6 – Electrical
- ☐ 2136v3   NZC in Electricity Supply (Introductory) L2
  - ☐ Electrical Works Strand
- ☐ 2197v2   NZC in Electricity Supply (Line Mechanic Distribution)
  - ☐ Live Low-Voltage Lines Strand
- ☐ 2227v3   NZC in Electricity Supply (Cable Jointer High Voltage) L4
  - ☐ 33kV Strand
- ☐ 3535v2   NZC in Electricity Supply (Power Technician) L5
- ☐ 3586v2   NZC in Electricity Supply (Fault Response and Switching) L4
  - ☐ Fault Response
  - ☐ Network Switching
- ☐ 3687v1   NZC in Electricity Supply (Operation) L4
  - ☐ Hydro Strand
- ☐ 3721v2   NZC in Electricity Supply (Network Control) L4
- ☐ 3793v2   NZC in Wind Farm Maintenance L4
- ☐ 3988v1   NZC in Electricity Supply (Traction Line) (Level 4)
- ☐ 4204v1   NZC in Electrical Trade (Level 4) with strand in Electricity Supply

☐ 4243v1   NZC in Electricity Supply (Utility Arboriculture) (Level 3)
☐ 4261v1   NZC in Wind Farm Maintenance L3

TEMPORARY TRAFFIC MANAGEMENT (TTM)

☐ 5148v1   MC in TTM Applying Controls to Low-risk, Low-impact Activities in the Road Reserve L3
☐ 5149v1   MC in TTM Assist with TTM within the Road Reserve L3
☐ 5150v1   MC in TTM Mobile Operations L3
☐ 4923v1   MC in TTM Risk Assessment L4
☐ 4922v1   MC in TTM Design L4

BUSINESS

☐ 2456v2   NZC in Business (First Line Management) L4

GATEWAY

☐ 4430v1   MC Introduction to Infrastructure Works L2
☐ 4438v1   MC Infrastructure Worksites L3
☐ 4931v1   MC Introduction to Electricity Supply Industry L2
☐ 5137v1   MC Working Safely in the Electricity Supply Industry L2

OFF-PLAN UNIT/SKILL STANDARDS

Credits reported for learners that are not enrolled in a Connexis Training Plan are considered as 'off-plan'.

You must use Connexis' pre-assessment moderated assessment materials to assess all learners. Scope will not be applied where Connexis resources are not available.

☐ Wheels, Rollers, Tracks (WRT)
        ☐ 16701 (Wheels)
        ☐ 16702 (Rollers)
        ☐ 16703 (Tracks)

Please note that your application will only be approved for the following unit standards where a need for additional assessors has been identified. If you are applying to replace an existing workplace assessor in-house, we will require support for your application from your employer.

Temporary Traffic Management (TTM)

General Worker	TTM Worker
☐ General Worker	☐ TTM Worker
☐ 31957	☐ 31958
☐ Non-Practicing - Trainer	☐ Practicing
☐ 31959	☐ 31960
☐ 31961	☐ 31963
☐ 31962	

List below any additional unit or skill standards, that are not part of an approved programme, that you wish to assess:

Standard number	Title

Compulsory for ALL off-plan standards: Please outline the reason for applying for off-plan unit or skill standards and evidence of support from a CSAM or an employer whose employees you intend to assess, including the indicative number of learners you intend to assess

This will help Connexis to confirm if there is a need for a workplace or external assessor for the scope you have requested.

Part 5: Referee Details

Please provide details for **TWO** referees to support your application.

A referee can be a manager, supervisor, or technical/industry expert. They must complete this section to confirm that you, the applicant, have the required level of industry skills, knowledge, and experience to assess the programmes or unit/skill standards indicated in this application.

Referee 1:	Full Name	
	Phone	
	Email	
	Employer	
Position held with Employer		
Relationship to applicant		
Referee signature:		Date:

Referee 2:	Full Name	
	Phone	
	Email	
	Employer	
Position held with Employer		
Relationship to applicant		
Referee signature:		Date:

Part 6: Workplace Endorsement

A manager, supervisor or technical expert must complete this section to endorse the applicant to assess the programmes or unit/skill standards in this application in the workplace.

External Assessor applicants must have this completed by one of their principal contracting organisations for which they intend to assess for.

Nominator name	
Phone	
Email	
Employer	
Position held with Employer	
Relationship to applicant	
Nominator signature:	Date:

PART 7: Evidence of Skills

Please ensure you provide all the relevant documents to support your application.

A. Provision of these documents is COMPULSORY for all new assessor applications.

☐ Proof of identification e.g., copy of Driver's license, birth certificate, or passport.

☐ Copies of relevant qualifications/certificates/registrations, including 4098 or equivalent.

☐ Full Work History/Curriculum Vitae (CV)

B. Additional Industry evidence as indicated below:

1. Wheels, Rollers, Tracks (WRT):

☐ Copy of current driver's licence (front and back). Applicants must hold the endorsements on their licence.

☐ The applicant must hold the unit standards on their Record of Achievement (RoA).
Note: You will also need to be a registered course provider with NZTA Waka Kotahi prior to assessing.

2. NZD in Engineering Practice (NZDEP):

☐ Evidence of current membership and practice area assessor with Engineering NZ.

More details on requirements are included in Connexis' assessor manual.

PART 8: Applicant Signature

I have read the Consent and Moderation Requirements (CMR 0101) relevant to my requested scope (NZQA – Search standards).

In the event my application is approved, I understand that I need to maintain compliance with Connexis' Assessor Registration Requirements, which are provided in the Connexis Assessor Manual on the website here.

I hereby declare that the information and evidence submitted by me in this application is true and correct.

Assessor: _____   **Date:** _____