

NCC Operative Learner Questionnaire

***** DATA PROTECTION STATEMENT *****
***** PLEASE READ CAREFULLY *****

The information you provide for this profile will be held securely within CITB

This information may be used by CITB:

- to help determine which NVQ route and level you pursue,
- confirm your ability to provide your assessor with the required documentary evidence,
- form the basis of any initial assessment plan you agree with your assessor,

For those purposes your information may be shared with third parties (including training colleges, assessors and employers).

I consent to the use of my information in this manner. ☐ Yes ☐ No

Learner Details (All fields must be completed to avoid delays in processing applications)

First Name		Home Address	
Surname			
Date of Birth			
NVQ/CSCS/CPCS No			
		Post Code	
E-mail		Mobile No	
Current Trade			
Qualification Required			

Employment Status

- **Employed**
- **Self-Employed** (NB: If you are self-employed but working for an employer – tick the sub-contractor option and indicate the employer details below.)
- **Sub-Contractor**

Employer Contractor	
Depot Address	
Contact Name	
Contact Tel No	
Contact E-mail	

ADDITIONAL INFORMATION (or attach CV in lieu)		
Current Site Address		
Relevant Qualifications (SSSTS, C&G, IPAF)		
Title	Date	Level/Grade

Current Role									
Job Title/Role					From		To		
Employer									
Details of current roles and responsibilities									
Equipment Worked On (please put a X in each box)									
Tracked plant		Wheeled plant		Rollers		Fork lifts		Static plant	
Power tools		Pedestrian operated		Cranes/lifting equipment		Hoists		Pumps	
Power generators		Rail/trackside							

Now please complete the Skills Scan this will allow us to place you on the appropriate qualification.

Please answer accurately as any incorrect information may affect your ability to achieve the relevant qualification.

You may be contacted to following the receipt of this Skills Scan to gather further information before a final decision is made.

Work	Types of Work Completed Do your normal work activities include the following work on a regular basis?					
Control work activities	Do you have a supervisory role in your workplace					Yes No
Operate Equipment	Do you regularly operate a minimum of 2 of the types of plant listed or machinery below in a non-load condition:					Yes No
	Hand Operated Power Tools	Static Equipment	Pedestrian controller powered Equip	Tracked Plant	Wheeled Plant	
Servicing	Do you regularly complete the all of the servicing activities listed:					Yes No If no, please indicate those regularly completed.
	Top Up, Change fluids	Replace Service Items (Filters, etc)	Lubricate Parts	Flush Systems		
	Clean Parts or Components	Secure Fastenings	Replace non-service components	Complete Adjustments		
Replace Components	Do Your regularly replace components on at least 7 of the systems listed:					Yes No
	Power Units	Transmission	Steering	Hydraulics		
	Pumps	Brakes	Pneumatic	Electrical		
	Electronic	Ancillaries (boom, blade, cab drives				
Dismantle & reassemble components	Do Your regularly dismantle & reassemble components on at least 4 of the systems listed:					Yes No
	Power Units	Transmission	Steering	Hydraulics		
	Pumps	Brakes	Electrical	Electronic		
	Operating Ancillaries & attachments					
Diagnose faults in equipment systems	Do Your regularly diagnose faults on at least 4 of the systems listed:					Yes No
	Power Units	Transmission	Steering	Hydraulics	Pumps	
	Pneumatic	Electrical	Electronic	Ancillaries	Brakes	
Inspections:	Do you regularly complete the following types of inspection:					Yes No
	Routine (daily, weekly etc)	Periodic (monthly, annual, hours etc)	Pre-use, delivery	Post-use, off hire, return		

Manufacture components	Do you regularly Manufacture components using a combination of all of the techniques listed:				Yes No	
	Measuring	Marking out	Disassembling	Cutting		
	Drilling	Filing	Shaping	Joining		
	Assembling	Fitting	Fixing	Securing		
Installation	Do you regularly install any of the following equipment on site:				Yes No	
	Crane Tower or Ringer	Tower Crane	Hoist Passenger, Goods- Materials	Rig Demolition-Piling		
	Excavation, Vacuum Plant	Batching, mixing or Blending Plants	Crushing or Screening Plants	Power Generation Equipment		
	Pumping Equipment	Climate management Equip	Concrete placing Boom			
Fit additional equipment or systems to equipment	Do you regularly configure equipment for operational use by fitting a minimum of 2 of the following enhancements or systems:				Yes No	
	Attachments	Ancillaries	Fire Prevention (Spark Arrestors)	Structural (Anchors Ties)		
	Safety (Alarms, Lights, Notices etc)	Contaminant reduction	Carriage of ancillaries	Rail, trackside		
	Cutting Equip	Additions (lights, signs, notices)	Machine control (GPS, Laser control)	Productivity (Sensors)		
Complete tests on equipment systems	Do you regularly complete tests on equipment against the equipment specifications on a minimum of 4 of the system listed:				Yes No	
	Electrical systems	Cooling systems	Lubrication systems	Emission control		
	Hydraulics	Hydrostatic drive	Transmissions	Pneumatics		
	Brakes	Vibration management	Steering/suspension	Generator output control		
	Electronic management	Powered Access equip	MHE	Water pumps		
	Craneage		Load testing (cranes, hoist, MEWP, MHE)			
Evaluate viability of repairs	Do you regularly assess the viability of equipment repairs against a minimum of 5 of the criteria listed:				Yes No	
	Time	Labour	Parts	Consumables		Overheads
	Like for Like	Alternative	Benefits	Availability		Reports