

SELF - ASSESSMENT GUIDE

QUALIFICATION:	AUTOMOTIVE ELECTRICAL ASSEMBLY NC II	
Certificate of Competency 1	INSTALL/FIT OUT ELECTRICAL PARTS TO ENGINE ASSEMBLY	
Unit of competency covered:	INSTALL/FIT OUT ELECTRICAL PARTS TO ENGINE ASSEMBLY	
<p>Instruction:</p> <ul style="list-style-type: none"> • Read each of the questions in the left-hand column of the chart. • Place a tick in the appropriate box opposite each question to indicate your answer. 		
Can I?	YES	NO
• Obtain parts and materials for the job requirement*		
• Select and uses tools and equipment for the job requirement*		
• Safely load and unload engine assembly into jig/fixture*		
• Select and use hardware parts for the job requirement*		
• Identify the required number of hardware parts fitted to the designated positions as stated in the materials/parts list and engineering manuals*		
• Identify appropriate lifting hangers/gears to be used in accordance with OH&S requirement*		
• Mount/install electrical parts into engine assembly*		
• Ensure parts are positioned and secured as per relevant drawing*		
• Tighten nuts, bolts and screws to the specified torque requirements stated in the engineering manuals*		
• Ensure service lines are routed, tied and clipped to specification*		
• Identify assembly faults and are recorded, reported and rectified/scrapped in accordance with company procedures*		
• Operate impact gun not exceeding the torque requirement of the job (over torque)*		

<ul style="list-style-type: none"> • Perform the job requirements without direct supervision as per company standards* 		
<ul style="list-style-type: none"> • Perform the job requirements within prescribe time as per company standards* 		
<p>I agree to undertake assessment in the knowledge that information gathered will only be used for professional development purposes and can only be accessed by concerned assessment personnel and my manager/supervisor.</p>		
<p>Candidate's Name:</p>	<p>Date:</p>	

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Qualification:	AUTOMOTIVE ELECTRICAL ASSEMBLY NC II	
Certificate of Competency 2:	INSTALL/FIT OUT ELECTRICAL/ELECTRONIC UNIT TO BODY EXTERIOR/INTERIOR AND ENGINE COMPARTMENTS	
Unit of Competency	<ul style="list-style-type: none"> • Install/fit out electrical parts and electronic units to dash instrument panel • Install/fit out electrical parts and electronic units to interior compartment • Install/fit out electrical parts to exterior and engine room compartment • Install/fit out audio and video systems 	
Instruction: <ul style="list-style-type: none"> • Read each of the questions in the left-hand column of the chart. • Place a tick in the appropriate box opposite each question to indicate your answer. 		
Can I?	YES	NO
• Obtain parts and materials for the job requirement		
• Select and use tools and equipment for the job requirement		
• Select and use hardware parts for the job requirement		
• Identify the required number of hardware parts fitted to the designated positions as stated in the materials/parts list and engineering manuals		
• Mount/install electrical parts/components/electronic units		
• Ensure parts are positioned and secure as per relevant drawing		
• Tighten nuts, bolts and screws to the specified torque requirements stated in the engineering manuals		
• Ensure service lines are routed, tied and clipped to specification		
• Identify assembly faults and record, report and rectify/scrap in accordance with company procedures		
• Operate impact gun not exceeding the torque requirement of the job (over torque)		

<ul style="list-style-type: none"> • Perform the job requirements without direct supervision as per company standards 		
<ul style="list-style-type: none"> • Perform the job requirements within prescribe time as per company standards 		
<ul style="list-style-type: none"> • Perform the job requirements without direct supervision as per company standards 		
<ul style="list-style-type: none"> • Perform the job requirements within prescribe time as per company standards 		
<p>I agree to undertake assessment in the knowledge that information gathered will only be used for professional development purposes and can only be accessed by concerned assessment personnel and my manager/supervisor.</p>		
<p>Candidate's Name:</p>		<p>Date:</p>

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Qualification:	AUTOMOTIVE ELECTRICAL ASSEMBLY NC II	
Certificate of Competency 3:	PERFORM HEADLIGHT FOCUS AIMING OPERATIONS	
Unit of Competency	PERFORM HEADLIGHT FOCUS AIMING OPERATIONS	
Instruction: <ul style="list-style-type: none"> • Read each of the questions in the left-hand column of the chart. • Place a tick in the appropriate box opposite each question to indicate your answer. 		
Can I?	YES	NO
• Perform equipment set up for alignment		
• Read and interpret work specification to determine alignment process.		
• Determine and select tools and equipment to meet requirements for the job.		
• Access and interpret headlight alignment equipment's information from manufacturer specification.		
• Align headlights to specifications.		
• Undertake adjustment in accordance with the vehicle and equipment manufacturers specifications.		
• Know headlight alignment principles and purposes		
• Safely use of headlights alignment equipment		
• Perform the job requirements without direct supervision as per company standards		
• Perform the job requirements within prescribe time as per company standards		
I agree to undertake assessment in the knowledge that information gathered will only be used for professional development purposes and can only be accessed by concerned assessment personnel and my manager/supervisor.		
Candidate's Name:	Date:	