

Attestation for Assessor Scope Approval

This form is to be completed by a Technical Expert in **First Line Management**, OR Manager/Employer and endorsed by an applicable Senior Assessor Mentor (SAM)

New Zealand Certificate in Business (First Line Management) Level 4

I confirm that:

(Insert full name)

Is able to *demonstrate equivalent skills and knowledge* in the following areas:

Technical knowledge and skills

- Manage work flows in an operational context to achieve team objectives.
- Assess against agreed criteria and respond appropriately to achieve operational objectives.

People Skills

- Motivate and involve a team to achieve the team's objectives and contribute to the entity's objectives.
- Communicate to develop relationships with team members and stakeholders.
- Manage relationships within a team to sustain a productive workplace environment.
- Promote an inclusive environment to value diversity for positive performance for the entity.

Affective Skills

- Demonstrate professional and ethical behaviour, in a socially and culturally appropriate manner in leading a team

Business Environment

- Adapt leadership styles for effectiveness in different environments.
- Comply with internal policies, legislation and other external requirements for the entity.

Add any additional comments to support this Attestation

Technical Expert or Manager/Employer details:

Name

Phone

Email

Signature

Date

SAM details:

Name

Phone

Email

Signature

Date

Once completed scan to LSA or assessors@skillsactive.org.nz