**RSciTech Competence Report Template**

**This template can be used whilst the Science Council application portal is being updated. Each applicant will need to complete the competence report as part of their application. When the portal is open for applicants (estimated January 2024) you can copy your report into the application form.**

**To apply for RSciTech applicants will have:**

**1 year of recent relevant\* work experience**

**A relevant** [**level 3**](about:blank) **qualification. If you do not have a relevant\* level 3 qualification please complete the RSciTech equivalency report in addition to the competence report.**

**\*Relevant refers to science-based qualifications and experience.**

**A: APPLICATION OF KNOWLEDGE AND UNDERSTANDING**

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| **A1: Apply knowledge of underlying concepts and principles associated with area of work.**  *What we are looking for here is an example of how you apply your knowledge in your day to day work.* | **Recommended minimum word count: 300 words.** |
| **A2: Review and select appropriate scientific techniques, procedures and methods to undertake tasks.**  *This means that you can explain the underlying reasons for undertaking tasks and why a particular procedure, technique, or process is appropriate.* | **Recommended minimum word count: 300 words.** |
| **A3: Interpret and evaluate data and make sound judgements in relation to scientific concepts.**  *This means you can explain how you recognise when your activity appears to have been successfully carried out, or not, and what data, observations, or measurements you are evaluating mean, relating it to the underlying principles. You should also be able describe how you present information in an appropriate manner in order to explain your judgement.* | **Recommended minimum word count: 300 words.** |

**B: PERSONAL RESPONSIBILITY**

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| **B1: Work consistently and effectively with minimal supervision to appropriate standards and protocols and know when to escalate appropriately.**  *We are looking for an example of how you carry out work with minimal input from your supervisor for certain key tasks, experiments or procedures associated with your role and completing them to the appropriate standards and time frame. We are also looking for evidence that you know when to escalate appropriately and that you are able to make a judgement on when to escalate.* | **Recommended minimum word count: 300 words.** |
| **B2: Demonstrate how you apply safe working practices.**  *This means that you can explain the safe working practices applicable to your area of work and describe how you follow them.* | **Recommended minimum word count: 300 words.** |
| **B3: Take responsibility for the quality of your work and the impact on others.**  *This means that you can describe how you take responsibility for the quality of the work that you undertake and its impact on others within defined parameters and timelines – including if an activity does not work in the way that you expect.* | **Recommended minimum word count: 300 words.** |

**C: INTERPERSONAL SKILLS**

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| **C1: Demonstrate effective and appropriate communication skills.**  *What we are looking for here is an example that you are an effective communicator. The example can be through appropriate oral, written or electronic means.* | **Recommended minimum word count: 300 words.** |
| **C2: Demonstrate effective interpersonal and behavioural skills.**  *This means that you can demonstrate skills that you use to interact with colleagues in a constructive way within the work setting. In these situations it may be appropriate to discuss these with your supervisor, as an external perspective is often very useful in this regard.* | **Recommended minimum word count: 300 words.** |
| **C3: Demonstrate an ability to work effectively with others.**  *This means ‘team work’, which can be in a large team or on a 1:1 basis. Your example should illustrate how you worked collectively with others, what your specific role was within the team, and what the outcome was.* | **Recommended minimum word count: 300 words.** |

**D: PROFESSIONAL PRACTICE**

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| **D1: Recognise problems and apply appropriate scientific methods to identify causes and achieve solutions.**  *What we are looking for here is an example of where you have problem solved or attempted to problem solve.* | **Recommended minimum word count: 300 words.** |
| **D2: Demonstrate how you use resources effectively.**  *This means that you can give examples of work that you have undertaken where the method, procedure, programme, equipment, or materials used was chosen as the best (or most relevant) to use. Your example should describe how you planned and organised these to complete the task, and also how you reviewed choices – why the one you selected was the best compared to others that are available.* | **Recommended minimum word count: 300 words.** |
| **D3: Participate in continuous process improvement.**  *What we are looking for is an example of how you have improved the efficiency of a way of working, for example this could include maintenance of stock levels, improved methods, new ways to increase throughput, health and safety or ways to increase cost-effectiveness.* | **Recommended minimum word count: 300 words.** |

**E: PROFESSIONAL STANDARDS**

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| **E1: Comply with relevant codes of conduct and practice.**  *This means that you can give examples of how you comply with a code of conduct (e.g. of your professional Body) or how you work within all relevant legislative, regulatory and local requirements.* | **Recommended minimum word count: 300 words.** |
| **E2: Maintain and enhance competence in own area of practice through professional development activity.**  *This means that you can give an example of an activity you have undertaken to enhance your competence in your own area of practice i.e. Continuing Professional Development (CPD) and reflect on its impact on you and others. We are not looking for a list of courses here but evidence of how your CPD benefits your practice and benefits others. Your CPD may include work-based learning, professional activity, formal/educational, self-directed learning.*  *(Note registrants will need to comply with the Science Council CPD Standards)* | **Recommended minimum word count: 300 words.** |