

Rob Guiver

Independent End Point Assessor

Profile

- Apprenticeship Independent Assessor for:
 - ICT (Level 3)
 - Software Developer (Level 4)
 - Software Development Technician (Level 3)
 - Software Tester (Level 4)
 - Digital Learning Designer (Level 5)
 - Network Engineer (Level 4)
- Certified EPA Assessor
- An industry recognised Training Consultant accredited via the IITT (LPI)
- Training professional with over 27 years' L&D experience
- Outstanding presentation, training and facilitation skills, online & face to face

Training Skills

- Apprenticeship training & support.
 - Information Communication Technician (Level 3)
 - IT Solutions Technician (Level 3)
 - Infrastructure Technician (level 3)
 - Network Engineer (level 4)
- Technical training (solutions and software)
 - MS Office Products
 - Basic & Advanced Networking and Connectivity
 - Network Fault Finding
 - Document Solutions software
 - Global Fleet Management software
 - Professional Services Academy (I.T. Skills)
 - Programming and Scripting (SQL, Visual Basic, Basic, Delphi, HTML, CSS)

Achievements

- Highfield Level 3 End Point Apprenticeship Assessor (EPA)
- Apprenticeship Assessor
- Successfully supported over 90 I.T. Apprentices
- Achieved LPI Accreditation for a Pan-European organisation, 3 years consecutively
- Designed and delivered the Professional Services Academy
- Design and Implement a Pan-European competence-based development program
- Lead Software/Solutions Learning Specialist
- Team Leader of Technical Learning Specialists

Interpersonal Skills & Communication

- Coached and mentored 45 European Training Managers
- Able to converse at all levels
- Team focused and oriented

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Career History

February 2024 – Current – RGEPA Ltd

Independent End Point Assessor (Freelance)

- Conduct Apprenticeship Assessments for:
 - ICT (Level 3)
 - Software Developer (Level 4)
 - Software Development Technician (Level 3)
 - Software Tester (Level 4)
 - Digital Learning Designer (Level 5)
 - Network Engineer (Level 4)

September 2022 – February 2024

Independent End Point Assessor

- Conduct Apprenticeship Assessments for:
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August 2021 – September 2022

Digital Skill Tutor

- Deliver apprenticeship standard content (Information Communication Technician & IT Solutions Technician).
- Support & assess apprentices from Induction to End Point Assessment.
- Support & guide learners with their portfolio creation.

April 2021 – August 2021 – (Temporary)

Network Manager

- Manage the I.T. Network across 2 sites.

February 2018 – March 2021

Apprenticeships Technical Delivery Lead

- Create apprenticeship standard content (Infrastructure Technician & Network Engineer)
- Deliver apprenticeship standards to six cohorts (10 learners per cohort)
- Support & Assess apprentices from Induction to End Point Assessment

June 2012 – February 2018

Team Leader Technical Learning Specialist

- Manage a team of four Learning Specialists
- Manage Subject Matter Experts

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March 2011 – February 2012

Change Manager/L&D Manager (1 year contract)

- Change Manager for large logistics organisation

August 2009 – March 2011 – Self-employed

- Created mini courses that covered basic computing skills and Internet skills, for people who were either retired or close to retirement

October 2007 – August 2009

European Learning & Development Consultant

- Implement a Pan European Development Program

March 2000 – June 2007

European Learning & Development Consultant

- Implement a Pan European Development Program

Professional Qualifications & Experience

- Highfield Level 3 End Point Apprenticeship Assessor (EPA)
- Member of the Institute of IT Training (IITT) as a Training Assessor/L&D Consultant
- Certified Online Facilitator (C.O.L.F)
- Experienced in:
 - MS Office (Word, Excel, PowerPoint, Access, Outlook) ITQ Level 2
 - MS Teams.
 - Cisco Webex.
 - Adobe Photoshop.
 - Adobe Dreamweaver.
 - VSCode Editor
 - HTML, PHP, SCSS, CSS
- Novell CNE 4.x & 5.x (Certified Networking Engineer)
- City & Guilds 224 (electronics)
- Networking and Connectivity
- Office & Production Print Software (document & print management)