

Mock Assessment Form

Level 3 End-point Assessment for International Freight Forwarding Specialist

Assessment Method: Practical Assessment with questions

This document has been developed to support you (the Apprentice) in preparation for your Practical assessment with questions with the Independent Assessor during your End-point assessment.

For your Practical assessment with questions, you will be required to cover the knowledge, skills and behaviours assessment requirements that are outlined within the assessment plan for International Freight Forwarding Specialist v1.1 – **ST0539/AP01**.

Core Assessment Requirements

Core: Economic and cost considerations - Preparing and presenting a costing		
Reference to assessment requirements (Knowledge, Skills and Behaviours)	Achieved Yes/No	Comments
K2		The principle of the consolidation of goods.
K16		Techniques for pricing, spot-quoting, invoicing and accruals.
K22		Currency conversions, exchange rates and risks on pricing and invoicing calculations.
S6		Produce freight costings and invoices in line with Incoterms, customer profile or sales contract.
B3		Flexible in response to client needs and requirements.

Core: Procedures - Planning and conducting a shipment		
Reference to assessment requirements (Knowledge, Skills and Behaviours)	Achieved Yes/No	Comments
K3	Country specific factors that influence freight forwarding, including world geography, political boundaries, time zones and transit times and their influence on modal selection.	
K5	Domestic and cargo booking procedures including haulage to and from departure and arrival ports.	
S1	Select freight forwarding services based on customer requirements, taking into account country specific factors, delivery times and modes.	
S2	Use generic or bespoke ICT systems in order to enter and monitor data on importing or exporting goods.	
S3	Book, plan and monitor international shipments, using manual or ICT systems, in accordance with the rules and regulations that apply to that area of the world and to the goods consigned.	
S7	Identify and source data from customers, systems or colleagues.	
S8	Identify and resolve problems in line with responsibilities.	
B1	Takes accountability for own actions.	
B2	Commercially driven.	

Core: Complaints handling - Customer service and complaints handling		
Reference to assessment requirements (Knowledge and Skills)	Achieved Yes/No	Comments
K19		
S11		

Pathways - Please select the following assessment requirements (Knowledge and Skills) related to the pathway that you are undertaking.

Pathway 1: Air Freight			
Reference to assessment requirements (Skills)		Achieved Yes/No	Comments
K23	The terminology used in air freight services.		
K24	The structure and organisation of the air freight industry.		
S14	Use and adapt terminology appropriate to the air freight industry.		
S15	Select and use documentation appropriate to the air freight industry.		

Pathway 2: Ocean Freight			
Reference to assessment requirements (Skills)		Achieved Yes/No	Comments
K30	The terminology used in ocean freight services.		
K31	Documentation specific to international ocean freight, including Bills of Lading/sea waybills, export cargo shipping instructions		
S16	Use and adapt terminology appropriate to the ocean freight industry.		
S17	Select and use documentation appropriate to the ocean freight industry.		

Pathway 3: Road Freight		
Reference to assessment requirements (Skills)	Achieved Yes/No	Comments
K36		The terminology used in international road freight services.
K40		Documentation specific to international road freight services, including road consignment notes (CMRs) and vehicle movement documentation.
S18		Use and adapt terminology appropriate to the road freight industry.
S19		Select and use documentation appropriate to the road freight industry.

Sample questions for Practical Assessment

Core Theme: Economic and cost considerations - Preparing and presenting a costing

- (K2)
- (K16)
- (K22)

Core Theme: Procedures - Planning and conducting a shipment

- (K3)
- (K5)

Core Theme: Complaints handling - Customer service and complaints handling

- (K19)

Pathways - Please select the following assessment requirements (Knowledge) related to the pathway that you are undertaking.

Pathway 1: Air Freight

- (K23)
- (K24)

Pathway 2: Ocean Freight

- (K30)
- (K31)

Pathway 3: Road Freight

- (K36)
- (K40)