

## NATIONAL OCCUPATIONAL STANDARDS (NOS)

National Occupational Standards are statements of competence of the skills, knowledge and understanding needed in employment and clearly define the outcomes of competent work performance.

Whilst National Occupational Standards have been used primarily in the development of National and Scottish Vocational Qualifications (NVQs and SVQs), they can also be used for a wide variety of other purposes. The following is a short list of some of the more important suggested uses for Standards.

### Recruitment and Selection

- Preparing recruitment specifications and job advertisements
- Identifying components of jobs: current and future
- Interview checklists

### Job Design and Evaluation

- Producing the job specification and description
- Monitoring roles and responsibilities
- Establishing criteria for payment and reward systems

### Training and Development Programmes

- Identifying and specifying organisational needs
- Recognising individual achievements
- Identifying training and development needs: Continuous Professional Development (CPD)
- Strategic planning and organisational requirements

### Development of Education and Training Programmes

- Curriculum design and development
- Relating skills-based learning to workplace requirements
- Developing specific learning objectives
- Developing the knowledge content for educational and training courses
- Design of qualifications

### Professional Requirements

- Linking Standards to the requirements of the professional institutions

National Occupational Standards are expressed by statements relating to:

- Performance
- Scope indicators
- Knowledge and understanding headings

As such they underpin work-based learning programmes, National and Scottish Vocational Qualifications (N/SVQs), Key Skills, Academic Engineering Qualifications, Professional Registration requirements and engineering career structures.