



irtec Technician Application Form

When complete, please forward to: _____

A. Personal details

Title:	
Full name as it is to appear on the irtec card and certificate:	
Date of Birth:	
Gender Identity:	
Home Address NB. Please include county in UK:	
Postcode:	
Mobile Telephone:	
Valid personal e-mail address:	
Employer Name:	
Employer Address NB. Please include county in UK:	
Postcode:	
Work Telephone:	
Your Job Title at place of work:	
Existing irtec number (if applicable):	
Existing IMI Candidate number (if applicable) 8 or 9 digits:	
IMI Membership number (if applicable):	
Reasonable adjustments and special considerations, please state:	
Please note: Requests for reasonable adjustments for all IMI online tests should be submitted at least 30 days before the assessment. The IMI will aim to respond to all requests within 10 working days of receipt.	
Special Requirements	Code
Sight	S
Hearing	H
Learning	L
Mobility	M
Other	X
Prefer no statement	O



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B. Routes

Indicate route required

SPECIALIST	
Large Electric Vehicle Technician: High Voltage Isolation, Reinstatement and Safety (LEV)	
Commercial Tyre Technician -Tubeless (CT)	
SERVICE MAINTENANCE TECHNICIAN	
Bus and Coach (B&C)	
Large Commercial Vehicle (LCV)	
Heavy Vehicle Trailer (HVT)	
ADVANCED TECHNICIAN	
Bus and Coach (B&C)	
Large Commercial Vehicle (LCV)	
MASTER TECHNICIAN	
Bus and Coach (B&C)	
Large Commercial Vehicle (LCV)	
INSPECTION TECHNICIAN	
Public Service Vehicle (PSV)	
Heavy Goods Vehicle (HGV)	
Heavy Vehicle Trailer (HVT)	
Medium Goods Vehicle (MGV) 3,500kg to 7,500kg	

C. Career History

Previous positions over the last 5 years, starting with the most recent first (use an additional sheet if necessary)

From/To	Job Title	Company Name	Type of Business

D. Automotive Qualifications Held

Details of relevant vocational and professional qualifications . Please attached copies of certificates to support your application. A CV may be provided if you feel it appropriate. (use an additional sheet, if necessary, *NB. copies of certificates will not be returned*)

Achieved	Description	Place	Level/Grade



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Licence holders and aspirant licence holders agree the following:

1	They will accept the 'irtec code of professional conduct' as a condition of irtec registration
2	They will conduct all their professional affairs faithfully and honorably, taking into account their responsibilities towards being an irtec licensed technician, to enrich their employment and support their fellow workers, fairly and without bias.
3	They will perform their duties to a high standard and observe responsibilities to employers, staff and customers
4	They will exercise all reasonable skill and professional care to safeguard the public interest in matters of health, safety and the environment related to their work
5	They will assess relevant risks and liability in the course of their work, and if appropriate, hold professional indemnity insurance. License holders also agree to accept appropriate responsibility for work carried out under their supervision.
6	They shall assist in the promotion of fair practices in the improvement of technical, commercial and management skill as well as industrial relations amongst other vehicle technicians. License holders also agree to aid in the suppression of malpractice
7	They shall maintain their professional competence and skills in respect of all technical development and legislation applicable by means of Continuing Professional Development (CPD) and only undertake professional tasks for which they are competent. They will disclose relevant limitations of competence.
8	They shall encourage others to enter the profession and to advance their learning and competence. As part of this, license holders will also aid in directing the training of others to appropriate standards and in fair practices
9	They will observe the proper duties of confidentiality owed to appropriate parties and avoid, where possible, real or perceived conflicts of interest and advise affected parties when such conflicts arise. License holders will reject bribery.
10	They will notify the Society of Operations Engineers (SOE) if convicted of a criminal offence; upon becoming bankrupt or if they are disqualified as a company director. The SOE should also be informed of any significant violation of the irtec code of conduct by another irtec license holder.

E. Data protection

I understand that the Centre who will be conducting the irtec assessment, the IMI who manage the Registration, Certification and External Quality Monitoring and the SOE/irte who Govern irtec Accreditation, **(the companies)**, need to collect and use certain information regarding candidates. This is in order to operate the businesses correctly and fulfil their legal obligations under the General Data Protection Regulation (GDPR). The information that I have provided on this application form will be used as part of the Registration, Certification and Technician Register of licence holders. This data will be held within my personnel file within **the companies**. I consent to **the companies** collating and holding the information on file for as long as it considers necessary to fulfil the purpose for which it was obtained and to process it, in line with GDPR. I understand that **the companies** will take all necessary and reasonable precautions to safeguard the information from any unauthorised access and use.

Applicant Signature:		Date:	
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Centre confirm licence holders and aspirant licence holders have been checked and meet the requirements to progress.			
Name:		Date:	
Signature:			