
Overview

This standard covers the skills you need to provide technical advice and guidance in life sciences and related industries activities, in accordance with approved procedures and practices. You will identify and use relevant understanding, methods and skills to initiate and complete tasks and procedures as well as exercise autonomy and judgement within limited parameters. You will take personal responsibility for your own actions and for the quality and accuracy of the work that you carry out and report any problems with the activities, materials or equipment that you cannot personally resolve. You will also be aware of different perspectives or approaches used within the workplace.

You will take responsibility for supervising or guiding others and work to instructions, with a minimum of supervision, either on your own or as part of a team.

Your underpinning knowledge will enable you to use factual, procedural and theoretical understanding to complete scientific or technical tasks and address problems that, whilst well defined, may be complex and non-routine. You will be able to interpret and evaluate relevant workplace information and ideas.

Who this standard is for

This standard is intended for technicians who would be operating with some level of autonomy, but who may not have a supervisory role.

Performance

criteria

- You must be able to:
- P1 ensure that your work is carried out in accordance with workplace procedures
 - P2 ensure that you have accurate and up-to-date information on the scientific or technical activities for which advice and guidance is being sought
 - P3 provide valid and up-to-date information, advice and guidance, as necessary
 - P4 analyse any problems in full and provide effective advice that will maintain the quality and progress of the work
 - P5 communicate the required information about the work done, to authorised people, in accordance with departmental and organisational procedures

Knowledge and understanding**You need to know and understand:**

- K1 the health and safety requirements of the area in which you are carrying out the activities
- K2 the techniques and processes you must use correctly in the workplace
- K3 the limits of your own authority and to whom you should report if you have problems that you cannot resolve
- K4 the regulations and guidelines that are relevant to the work area (eg access or aseptic conditions) and the importance of correct identification, and any unique workplace coding system
- K5 how to plan and prepare and obtain documents that can be used when giving technical advice and guidance
- K6 a sound understanding of the activities and how to identify opportunities and techniques (such as verbally, one to one, one to many, in written form, using diagrams, drawings or other technical information) for giving technical advice, guidance and support
- K7 how to use a variety of communication methods, in appropriate combination (such as verbal, verbal/written combinations)
- K8 how to review and adjust approaches to the provision of technical guidance, in the light of experience gained (such as offering written summaries of guidance)
- K9 the document control and reporting procedures that should be used
- K10 the reasons why effective communication is important and the methods used for communicating effectively

COGLS305

Provide technical advice and guidance in life sciences and related industries



Developed by	Cogent
Version number	1
Date approved	October 2013
Indicative review date	October 2018
Validity	Current
Status	Original
Originating organisation	Cogent
Original URN	COGLS305
Relevant occupations	Associated Professionals and Technical Occupations; Science and Mathematics; Science; Science and Engineering Technicians; Professional Occupations; Science Professionals
Suite	Life Sciences and Related Industries 3
Key words	Guidance; validate information; communication methods; technical advice
