

NSQF QUALIFICATION FILE GUIDANCE

Version 6: Draft of 08 March 2016

NSDA Reference

To be added by NSDA

CONTACT DETAILS OF THE BODY SUBMITTING THE QUALIFICATION FILE

Name and address of submitting body:

Automotive Skills Development Council

Address: Sat Paul Mittal Building,1/6, Siri Institutional Area

Khelgaon Road, New Delhi-110049

Tel: 011 – 41868090

Name and contact details of individual dealing with the submission

Name: Mr. Sunil Chaturvedi

Position in the organisation: CEO

Address if different from above: Same as above

Tel number(s):+91-9810236256

E-mail address:skc@asdc.org.in

List of documents submitted in support of the Qualifications File

1. Career Map of Car Washer and Assistant Service Technician- Annexure 1
2. QP ASC/Q 1417- Annexure 2

NSQF QUALIFICATION FILE GUIDANCE

Version 6: Draft of 08 March 2016

SUMMARY

Qualification Title	Car Washer and Assistant Service Technician		
Qualification Code	ASC/Q 1417		
Nature and purpose of the qualification	This is a Qualification Pack (QP) containing National Occupational Standards for the job role – Car Washer and Assistant Service Technician The main purpose of the qualification and the target learners is to get unemployed people into work and to upgrade the skills of people already in work.		
Body/bodies which will award the qualification	Automotive Skills Development Council		
Body which will accredit providers to offer courses leading to the qualification	Automotive Skills Development Council		
Body/bodies which will carry out assessment of learners			
Occupation(s) to which the qualification gives access	Car Washer and Assistant Service Technician		
Licensing requirements	N/A		
Level of the qualification in the NSQF	3		
Anticipated volume of training/learning required to complete the qualification	450 hours		
Entry requirements and/or recommendations	Minimum Educational Qualifications - 5th Std Pass N/A Minimum Job Entry Age- 18 years		
Progression from the qualification	This entry should refer to one or more of the following: - access to other qualifications at the same NSQF level -NA - access to related qualification(s) at the next NSQF level – Service Technician L-4,5,6		
Planned arrangements for the Recognition of Prior learning (RPL)	Work is under progress		
International comparability where known	Not Yet Established		
Date of planned review of the qualification.	20/10/2018		
Formal structure of the qualification			
Title of component and identification code.	Mandatory/Optional	Estimated size (learning)	Level

NSQF QUALIFICATION FILE GUIDANCE

Version 6: Draft of 08 March 2016

		hours)	
ASC/N1401 Assist in service, maintenance and repair of the vehicle	Mandatory	155	3
ASC/N1101 Perform vehicle cleaning and washing	Mandatory	150	3
ASC/N0001 Plan and organize work to meet expected outcomes	Mandatory	45	3
ASC/N0002 Work effectively in a team	Mandatory	50	3
ASC/N0003 Maintain a healthy, safe and secure working environment	Mandatory	50	3

Please attach any document giving further detail about the structure of the qualification – eg a Curriculum Document or a Qualification Pack.

Give the titles and other relevant details of the document(s) here. Include page references showing where to find the relevant information.

1. QP ASC/Q 1417- Annexure 2

NSQF QUALIFICATION FILE GUIDANCE

Version 6: Draft of 08 March 2016

SECTION 1

ASSESSMENT

Body/Bodies which will carry out assessment:

If there will be more than one assessment body for this qualification, give details.

ASDC will conduct assessment through ASDC-accredited assessment agency and ASDC-approved assessors.

- 1 Manipal – City & Guilds Pvt Ltd
- 2 Honda Motor India Pvt. Ltd.
- 3 TATA Motors
- 4 KAMT
- 5 Mettl-Assessment Science Expert
- 6 India Skills Pvt. Ltd.
- 7 Green Arrows Safety Management (P) Ltd.
- 8 The Indian Institute of Welding
- 9 Multi Skills Assessors Guild
- 10 Prima Competencies Pvt. Ltd.

- 11 TRENDSETTERS SKILL ASSESSORS PRIVATE LIMITED
- 12 VR Skill & HR Solutions
- 13 Ace Assessments Pvt. Ltd.
- 14 Cognix Knowledge Services (P) Ltd
- 15 Confederation of Indian Industry
- 16 Skills Mantra Edutech Consulting India Pvt. Ltd.

How will RPL assessment be managed and who will carry it out?

Give details of how RPL assessment for the qualification will be carried out and quality assured.

The RPL assessment will be carried out through pre assessment, identifying the skills gaps, provide bridge training to cover the competency gap and then conduct final assessment of the candidates.

Describe the overall assessment strategy and specific arrangements which have been put in place to ensure that assessment is always valid, reliable and fair and show that these are in line with the requirements of the NSQF.

Assessment documents:

Quality Assurance - Assessment & Certification

ASDC Certificate is Auto industry's own certificate and the certificate is expected to carry an assurance of quality. Therefore, the certified candidate should be able to demonstrate all round skills as expected by industry standard ie ASDC NOS/QP.

In order to achieve this objective ASDC needed to have an approach that is process driven whereby the outcomes meet the quality objectives and also display consistency.

Certification is the outcome of Assessment Process. The Process in turn is derived from an overall strategy.

ASDC Assessment Strategy

ASDC Assessment Strategy has two components:

NSQF QUALIFICATION FILE GUIDANCE

Version 6: Draft of 08 March 2016

1 Broad Guidelines provided by NSDC QRC (*Qualifications Registration Committee*)

2 ASDC's own *sector specific* overarching strategy, covering all job roles.

- Any specific assessment approach relating to a particular job role.

1 Broad Guidelines provided by NSDC QRC (*Qualifications Registration Committee*):

- a. Assessment to be conducted by SSC as per competency output defined in the NOS/QP and the assessment criteria provided in the NOS/QP
- b. Assessment to be carried out by a third party Assessment Body duly affiliated to the SSC.
- c. Practical and face to face Viva evaluations, where applicable, to be carried out only by the SSC approved assessor deployed by the Assessing Body deputed by SSC for the given assessment.
- d. Cut off marks for certification could be in the vicinity of 70% level but individual SSC to refine & modify this criteria to suit the sectorial needs.
- e. Assessing Body to declare results with due concurrence of the SSC.

2 ASDC's own sector specific strategy covering all job roles :

2.1 ASDC assessments will be comprehensive and cover all aspects of acquired knowledge, practical skills and also basic ability to communicate. Accordingly, evaluation process would include:

- i. Theory/Knowledge test
- ii. Practical demonstration test
- iii. Face to Face Viva

2.2 Theory/Knowledge assessment will be carried out on line through a link provided for each assessment that generates a random paper from a bank of questions available at the back end.

- Exception to an online test in favour of Paper Test would be subject to non-availability of requisite broad band and/or hardware.
- On line test would be conducted in the presence of an ASDC assessor till web enabled proctoring is deployed.

2.3 ASDC assessor would be conducting Practical and Viva as per the criteria provided in the NOS/QP.

2.4 ASDC assessor would be carrying out Practical assessment for job roles such as in sales by way of role playing method.

2.5 ASDC cut offs for accepting a candidate for certification:

NSQF QUALIFICATION FILE GUIDANCE

Version 6: Draft of 08 March 2016

Automotive industry has already attained a level of globalization and is on the way to becoming even more integrated into the global supply chains with a big focus by OEMs on sourcing from India. This translates to expectation of high quality skills. In fact, the global integration process would start putting demands on skill quality standards to be in line with transnational standards.

- 2.6 Also there is an ever increasing quality demands placed by domestic customers.
- 2.7 Further, the structuring of our industry is such that the different organizations spread across the OEM,
- Tier1,
2 manufacturing spectrum are expected to follow common quality standards. Similarly, OEMs and their Dealerships and Service Workshops also require to follow common quality standards. This implies that employees need to follow technical discipline, team work and quality processes.
- 2.8 ASDC aims to build a quality brand for its certification that clearly meets our industry's expectations.
- 2.9 The other important consideration is the Level notification by NSQF (National Skills Qualifications Framework) which provides a structure of skills ladder to be followed in the country. This ladder describes the entire skills space to be covered in 10 levels from Level 1 (for mostly menial jobs) and upto Level 10(for mostly strategy level jobs)
- 2.10 Keeping above points in mind ASDC evolved an acceptance criteria as follows:
- Broadly, overall cut offs to be :

Level 1	60%
Level 2	65%
Level 3	70%
Level 4-10	75%
 - Specific Theory/Practical/Viva cut offs to be as per detailed matrix for each QP.
- 2.11 In line with international practice there is a provision for moderation of marks to account for borderline cases. This process also covers differential moderation possibility across Theory/ Practical/ Viva.
- 2.12 Moderation could also be necessitated owing to variation between assessors and strictness in marking. This moderation to be carried out by concerned Assessing Body in consultation with ASDC.
- 2.13 In addition to recording markings of the candidate evaluation, the Assessor will also be recording general observations for every batch as per ASDC format. This record will be useful in carrying out (2.11-2.12) above.
- Any specific assessment approach relating to a particular job role:
 - o ASDC could consider *only* online test for some job roles such as in Design Engineering

NSQF QUALIFICATION FILE GUIDANCE

Version 6: Draft of 08 March 2016

/Quality

- ASDC assessment process would also provision a suitable re-evaluation mechanism which would offer a fair chance to the TP/candidates for Obtaining an accurate outcome.
- ASDC assessment process would also provision re assessment of a batch in case the TP has enough reason to opt for this on payment of the due assessment fee.

Assessment Process

- ASDC Training Partner will intimate ASDC for readiness of a batch for assessment preferably 15 days before the intended assessment.
- Within 3 working days ASDC will finalize an Assessing Partner for carrying out the assessment
- Assessing Partner will deploy one or more ASDC approved assessor For carrying out the assessment.
- Theory/Knowledge test of the approximate duration of 30-60 minutes will be conducted online for which the online link will be generated by the ASDC Technology Partner and shared with Assessment Partner.
- Online test will be conducted in the presence of ASDC assessor.(*ASDC is encouraging development of technology enabled proctoring and when this is ready, the online test could be conducted without requiring human proctoring*)
- Exception to an online test in favour of Paper Test would be subject to non-availability of requisite broad band and/or hardware device. Moreover, this could be allowed only after ascertain genuinity of request.
- ASDC assessor would be conducting Practical and Viva as per the criteria provided in the NOS/QP.
- ASDC Assessment Partner will ensure that the assessor to be deployed has complete understanding of the ASDC Assessment Process and the QP/NOS relevant to the assessment.
- Assessor would be reaching the venue well in time and review and on the ground verify the batch information already provided by TP.
- Assessor will then proceed to conduct the assessment as per ASDC Format starting with the attendance.
- Assessor would be capturing Viva and Practical marks on a device that has ASDC assessment link. Technology systems deployed in ASDC assessment process have provision for instantly capturing assessor evaluations in only the standard NOS/QP aligned format.
- In addition to recording markings of the evaluation, the Assessor will also be recording general observations for every batch as per ASDC format as appended below. This record will be useful in carrying out result review process.

Result Processing

NSQF QUALIFICATION FILE GUIDANCE

Version 6: Draft of 08 March 2016

- ASDC Assessment Partner responsible for Technology Platform will convert the assessment data captured by Assessor on the device into result matrix and share the same with ASDC
- ASDC Assessment cell will view the results for compliance to process and / or need for moderation in consultation with the Assessing Partner to arrive at final result for the batch as per ASDC acceptance Criteria.
- Assessing Partner will publish finalized results on data base for viewing of the Training Partner
- ASDC would issue a certificate after due verifications of candidate authenticity by way of a unique identification number such as Aadhaar.
- Certificates will be shared preferably in digital form with Training Partners
- Training Partners would be authorized to distribute certificate to candidates after printing them on a standard sheet as per ASDC template.

Re-evaluation of batch result

- Results once published will be treated as final. However, as per ASDC Assessment Strategy, there is need for provisioning a re-evaluation of results if desired by a TP essentially to cover a case where the TPs internal assessments are at large variance with the results.
- Re-evaluation will be done batch wise.
- ASDC Assessment cell will carry out re-evaluation in two steps:
 - o Check for totalling error, if any
 - o Use statistical tools where required to establish a pattern and extent of borderline cases.
 - o Refer to the Assessor feed back form for the given batch
 - o Use a weightage reference table to establish priority of type of assessment eg Theory or Practical or Viva
 - o Where required, share the findings with Assessment Partner for review and concurrence.
 - o Establish a modified range of acceptance based on above
 - o In case of need for moderation based on assessor level variation, to consult the Assessing Partner/Assessor and facilitate moderated values.
 - o Re do the results based on above process
 - o Share the revised results with TP

Quality Assurance & Audit

While the Assessment Process based on a well-defined strategy as above, does have an in built quality assurance, ASDC also has a plan that augments assurance.

This entails a Quality Audit process as defined below :

There will be a 2 tier Audit of the assessment process:

NSQF QUALIFICATION FILE GUIDANCE

Version 6: Draft of 08 March 2016

Tier 1 Audit

- 1 ASDC Assessor will be required to submit a report for each assessment carried out. This report will be as per ASDC format as described in the Assessment Process. The format of the report aims to capture details of the Training Delivery process, soft & hard infrastructure, Training of Trainer, industry connect and overall approach to training delivery vis a vis expectations of ASDC QP/NOS.
- 2 Each Assessment Partner is required to carry out and submit Tier 1 audit reports as per a plan and frequency agreed with ASDC.
- 3 ASDC will continuously review the Tier 1 audit reports for any alarming observation or trend.
- 4 ASDC will develop and execute a suitable action plan to redress the situation as deemed necessary for a given case.

Tier 2 Audit

- 1 ASDC to carry out a Tier 2 level Audit as per a plan being developed.
 - a. Tier 2 audit will be carried out by a third party contracted by ASDC for the purpose.
 - b. Tier 2 audit will provide adequate coverage for variables such as Assessing Partner, Assessor, TP and geographical variations.
- 2 ASDC Assessment cell to review audit findings at least once every month or on sos basis.
- 3 Based on review findings as in 2 above, ASDC to decide on a suitable corrective action plan and execute the same.
- 4 ASDC to record directional needs for refinement of Assessment process specially for incorporation of Technology that could enhance reliability and speed of assessments.

Please attach any documents giving further information about assessment and/or RPL.

Give the titles and other relevant details of the document(s) here. Include page references showing where to find the relevant information.

NSQF QUALIFICATION FILE GUIDANCE

Version 6: Draft of 08 March 2016

ASSESSMENT EVIDENCE

Complete a grid for each component as listed in “Formal structure of the qualification” in the Summary.

NOTE: this grid can be replaced by any part of the qualification documentation which shows the same information – i.e Learning Outcomes to be assessed, assessment criteria and the means of assessment.

CRITERIA FOR ASSESSMENT OF TRAINEES

Job Role: Car Washer and Assistant Service Technician Qualification Pack: ASC/Q 1417 Sector Skill Council: Automotive Skills Development Council

Guidelines for Assessment:

1. Criteria for assessment for each Qualification Pack will be created by the Sector Skill Council. Each Performance Criteria (PC) will be assigned marks proportional to its importance in NOS. SSC will also lay down proportion of marks for Theory and Skills Practical for each PC.
2. The assessment for the theory part will be based on knowledge bank of questions created by the SSC.
3. Individual assessment agencies will create unique question papers for theory part for each candidate at each examination/ training centre (as per assessment criteria below.)
4. Individual assessment agencies will create unique evaluations for skill practical for every student at each examination/ training centre based on this criteria.
5. To pass the Qualification Pack, every trainee should score a minimum of aggregate 50% in the Qualification Pack.
6. In case of successfully passing only certain number of NOS's, the trainee is eligible to take subsequent assessment on the balance NOS's to pass the Qualification Pack.

Title of Component:

Assessable Outcomes	Assessment Criteria	Total Marks	Out of	Theory	Practical Skills
ASC/N1401 Assist in service, maintenance and repair of the vehicle	PC1.collect and safely handover personal belongings of customer like phone, pen, documents etc, at the time of taking a vehicle for servicing or repairs	100			4
	PC2.place the vehicle on a suitable platform, before the painting actually starts				4
	PC3.assist in organising the secure parking area and moving vehicles around as directed				4
	PC4.lift raw materials, finished products, and packed items, manually or using hoists				4
	PC5.understand the autocomponent manufacturer specifications related to the various components/ aggregates in the vehicle				5

NSQF QUALIFICATION FILE GUIDANCE

Version 6: Draft of 08 March 2016

	PC6.ensure that service, maintenance and repair activities are carried out on the vehicle without causing damage to any other other aggregate/ component				4
	PC7.run errands at the direction of the senior technician such as gettingfetchingparts,tools, gauges, instruments, fixtures, workshop supplies, taking vehicles to dealerships etc.				5
	PC8.assist in performing service or repair of vehicles under supervision of senior technician				5
	PC9.dismantle aggregates like wheels, suspension system, steering column, braking system, engine assembly etc.				5
	PC10.count and report serviced or repaired vehicles to determine if product orders are complete				5
	PC11.assist in maintaining and managing the workshop, tools, equipment and machinery in required conditions				4
	PC12.follow standard operating procedures specially vehicle service manuals for using workshop tools and equipments				4
	PC13.ensure any malfunctions or repair requirements observed in vehicles (and beyond own scope of work) are reported to the concerned person				4
	PC14.ensure any malfunctions observed in tools and equipments are reported to the concerned persons				4
	PC15.assist in fitting and balancing the replaced and refitted parts				5
	PC16.ensure that trainings organized by the OEM from time-to-time are attended and knowledge levels are upgraded (esp. in case of newly launched products, product refreshes)				4
	All KA, KB for the NOS			30	
		Total	100	30	70
ASC/N1101 Perform vehicle cleaning and	PC1.inspect parts, equipment, or vehicles for cleanliness	100			5
	PC2.understand the instructions given by supervisor regarding the washing, routine and any other specific cleaning requirements				4

NSQF QUALIFICATION FILE GUIDANCE

Version 6: Draft of 08 March 2016

washing	PC3. mix cleaning solutions, abrasive compositions, or other compounds as advised by a supervisor on work instructions			5
	PC4. scrub, scrape, or spray machine parts, equipment, or vehicles, using scrapers, brushes, clothes, cleaners, disinfectants, insecticides, acid, abrasives, vacuums, or hoses as per work instructions			5
	PC5. transport materials, equipment, or supplies to or from work areas, using carts or hoists			5
	PC6. pre-soak or rinse machine parts, equipment, or vehicles parts by immersing objects in cleaning solutions or water, manually or using hoists following W.I.			4
	PC7. operate and activate cleaning equipment or machines and notify the supervisors in case of any malfunctions			5
	PC8. turn valves or handles on equipment to regulate pressure or flow of water, air, steam, or abrasives from sprayer nozzles following W.I.			5
	PC9. clean: interior and exterior surfaces of vehicles; plastic work inside cars, using paintbrushes, vehicle windows, seat frames, backs and bottoms and blacken tyres, driver seat, seating area, windshield, drivers side glass and vehicle dash; passenger grab rails and stanchions; floor to remove gum, dirt and grease; electrical & Electronic component, couplers, connection etc.			5
	PC10. rinse objects and place them on drying racks			5
	PC11. use cloth, squeegees, or air compressors to dry surfaces			4
	PC12. sweep, shovel, or vacuum loose debris or salvageable scrap into containers			5
	PC13. maintain specified distance and pressure while washing engine compartment			4
	PC14. remove debris and other dirt containers from work areas			5
	PC15. maintain cleanliness of the work and shop areas to ensure a safe work environment			4

NSQF QUALIFICATION FILE GUIDANCE

Version 6: Draft of 08 March 2016

	All KA, KB for the NOS			30	
		Total	100	30	70
ASC/N0001 Plan and organise work to meet expected outcomes	PC1. keep immediate work area clean and tidy	100			7
	PC2. treat confidential information as per the organisation's guidelines				8
	PC3. work in line with organisation's policies and procedures				8
	PC4. work within the limits of job role				8
	PC5. obtain guidance from appropriate people, where necessary				8
	PC6. ensure work meets the agreed requirements				7
	PC7. establish and agree on work requirements with appropriate people				9
	PC8. manage time, materials and cost effectively				8
	PC9. use resources efficiently with minimal wastage				7
	All KA, KB for the NOS			30	
		Total	100	30	70
ASC/N0002 Work effectively in a team	PC1. maintain clear communication with colleagues (by all means including face-to-face, telephonic as well as written)	100			9
	PC2. work with colleagues to integrate work				8
	PC3. pass on information to colleagues in line with organisational requirements both through verbal as well as non-verbal means				9
	PC4. work in ways that show respect for colleagues				8
	PC5. carry out commitments made to colleagues				9
	PC6. let colleagues know in good time if cannot carry out commitments, explaining the reasons				9
	PC7. identify problems in working with colleagues and take the initiative to solve these problems				9

NSQF QUALIFICATION FILE GUIDANCE

Version 6: Draft of 08 March 2016

	PC8.follow the organisation's policies and procedures for working with colleagues				9
	All KA, KB for the NOS			30	
		Total	100	30	70
ASC/N0003 Maintain a healthy, safe and secure working environment	PC1.comply with organisation's current health, safety and security policies and procedures	100			9
	PC2.report any identified breaches in health, safety, and security policies and procedures to the designated person				9
	PC3. coordinate with other resources at the workplace to achieve healthy, safe and secure environment for all incorporating government norms esp. for emergency situations like fires, earthquakes etc.				9
	PC4. identify and correct any hazards like illness, accidents, fires or any other natural calamity within the limits of individual's authority				9
	PC5.report any hazards outside the individual's authority to the relevant person in line with organisational procedures and warn other people who may be affected				9
	PC6.follow organisation's emergency procedures for accidents, fires or any other natural calamity				8
	PC7.identify and recommend opportunities for improving health, safety, and security to the designated person				8
	PC8. complete health and safety records , ensure procedures are well defined				9
			All KA, KB for the NOS		
		Total	100	30	70

NSQF QUALIFICATION FILE GUIDANCE

Version 6: Draft of 08 March 2016

Means of assessment 1

Criteria for assessment for each Qualification Pack will be created by the Sector Skill Council. Each Performance Criteria (PC) will be assigned marks proportional to its importance in NOS. SSC will also lay down proportion of marks for Theory and Skills Practical for each PC.

The assessment for the theory part will be based on knowledge bank of questions created by the SSC.

Individual assessment agencies will create unique question papers for theory part for each candidate at each examination/training centre (as per assessment criteria below.)

Individual assessment agencies will create unique evaluations for skill practical for every student at each examination/training centre based on this criteria.

Means of assessment 2 Viva / face to face interview and practical test to be carried out by ASDC assessor as per the QP Assessment Criteria. (Please refer section 1)

Pass/Fail

To pass the Qualification Pack, every trainee should score an aggregate of 50% in the qualification pack.

In case of successfully passing only certain number of NOS's, the trainee is eligible to take subsequent assessment on the balance NOS's to pass the Qualification Pack.

NSQF QUALIFICATION FILE GUIDANCE

Version 6: Draft of 08 March 2016

SECTION 2

EVIDENCE OF LEVEL

NSQF QUALIFICATION FILE GUIDANCE

Version 6: Draft of 08 March 2016

OPTION A

Title/Name of qualification/component:		Level:	
NSQF Domain	Outcomes of the Qualification/Component	How the job role relates to the NSQF level descriptors	NSQF Level
Process			
Professional knowledge			
Professional skill			
Core skill			
Responsibility			

NSQF QUALIFICATION FILE GUIDANCE

Version 6: Draft of 08 March 2016

OPTION B

Title/Name of qualification/component: Car Washer and Assistant Service Technician		Level: 3	
NSQF Domain	Key requirements of the job role	How the job role relates to the NSQF level descriptors	NSQF Level
Process	This process is about carrying out the job of assisting in vehicle service, maintenance and technical repairs within limited range of activities all routine and predictable	This process is of assisting in service maintenance and repairs of vehicles. This limited jobs and of routine nature. it therefore falls into NSQF level 3	3
Professional knowledge	The individual on the job needs to know and understand the operating procedures of the organization / dealership for inspection, servicing and repair of vehicles, safety requirements for equipment and components/ aggregates as prescribed by the OEM(e.g. preventing/ dealing with oil spillage and inflammable materials), workplace policies and schedules for housekeeping activities and equipment maintenance	The individual assist in vehicle service maintained & repair of vehicle. This is a routine & repetitive job and requires basic knowledge of parts, functions and deservng requirements. It therefore qualities NSQF level 3	3
Professional skill	The user/individual on the job needs to judge when to seek assistance from a superior, plan work according to the required schedule, ensure that customer needs are assessed and every effort is made to provide Satisfactory service.	The Job of assisting in service, repair and Manufacturing is narrow range a clarity & therefore requires skill of routine and repetitive nature. It therefore meets NSQF level 3	3
Core skill	The user/ individual on the job needs to know and understand how to record and document the basic details of repairs, record all diagnostics done by senior technicians, read the basic specification of a vehicle or any other component or part, interact with customer/ service advisor and senior technicians.	The Job requires clear communication, both oral and written as individual has to deal with team & the customers skill of doing single calculation is needed in routine job also. This therefore falls in level 3 NSQF	3

NSQF QUALIFICATION FILE GUIDANCE

Version 6: Draft of 08 March 2016

Title/Name of qualification/component: Car Washer and Assistant Service Technician		Level: 3	
NSQF Domain	Key requirements of the job role	How the job role relates to the NSQF level descriptors	NSQF Level
Responsibility	The user/individual on the job works under close supervision with some responsibility to collect and safely handover personal belongings of customer like phone, pen, documents etc, at the time of taking a vehicle for servicing or repairs, assist in performing service or repair of vehicles under supervision of senior technician	The Individual performs his job under supervision & owns some responsibility of his work in defined scope this falls in level 3 of NSQF.	3

NSQF QUALIFICATION FILE GUIDANCE

Version 6: Draft of 08 March 2016

SECTION 3

EVIDENCE OF NEED

What evidence is there that the qualification is needed?

This job role was identified during industry engagement for development of Occupational Map.

The total number of industry validations for this QP are:

Large =38

Medium=12

Small=66

(Details of the Industry validation are attached in Common Files)

What is the estimated uptake of this qualification and what is the basis of this estimate?

Skill GAP analysis carried out by a reputed research agency provided a broad estimate of demand. The report can be referred in the Common Files. ASDC is taking initiative to develop a labour market information database that would peg the demand more accurately- job role wise as well as based on geographical spread. Key enabler segments for the core segments of the Automotive Industry include Auto Insurance, Financiers, Mechanics, and Auto Dealers etc.

Based on the current growth profile in the Indian auto Industry, it is expected that an additional 2~2.5 million employment opportunities per annum will be created in the Indian auto industry over the next decade. The details below provide the manpower requirement at various levels:

- Skill Level 1 – 4 , people, Demand for such manpower is expected to be around 15 – 18 lakh per annum.
- Skill Level 5 -6 people working as supervisors on the shop floor. Demand for such manpower if expected to be around 4 lakh per annum.
- Skill Level 5- 7 people includes primarily engineers (B.E., M. Tech., MS), working in managerial grade, and demand for such manpower is expected to be around 1 lakh per annum.
- Skill Level 6-10 people are executives, including engineers and doctorates, and demand for such manpower is expected to be around 0.5 lakh per annum.

What steps were taken to ensure that the qualification(s) does (do) not duplicate already existing or planned qualifications in the NSQF?

The qualification discussed above is checked for any duplication across sectors and given the qualification niche to ASDC sector, there is no duplication or already existing similar qualifications

What arrangements are in place to monitor and review the qualification(s)? What data will be used and at what point will the qualification(s) be revised or updated?

The comments, feedback and suggestions were collected through interaction with industry. The same will be compiled and justifiable changes will be incorporated in the next/updated version of the QP. This QP is set to be revised post 24th November 2018.

Please attach any documents giving further information about any of the topics above.

Give the titles and other relevant details of the document(s) here. Include page references showing where to find the relevant information.

NSQF QUALIFICATION FILE GUIDANCE

Version 6: Draft of 08 March 2016

SECTION 4

EVIDENCE OF PROGRESSION

What steps have been taken in the design of this or other qualifications to ensure that there is a clear path to other qualifications in this sector?

1. Discussing the growth trajectory within each occupation after studying organisational charts of various industry players across small, medium and large scale organizations.
2. Exploring various lateral career opportunities for the discussed qualification
3. Ensuring that there is a clear role up in terms of performance criteria qualification experience and skill requirement from lower NSQF Level to higher levels in the hierarchy.

Please refer to attached career path as per annexure 1 which clearly defines the career path.

Please attach any documents giving further information about any of the topics above.

Give the titles and other relevant details of the document(s) here. Include page references showing where to find the relevant information.

1. Career Map of Car Washer and Assistant Service Technician- Annexure 1
2. QP ASDC/Q 1417- Annexure 2

NSQF QUALIFICATION FILE GUIDANCE

Version 6: Draft of 08 March 2016

Annexure 1: Career Map

	Mechanical/Electrical Service & Repair
LEVEL 10	
LEVEL 9	
LEVEL 8	
LEVEL 7	Service Supervisor (ASC/ Q 1412)
LEVEL 6	Automotive Service Technician Level 6 (ASC/ Q 1404)
LEVEL 5	Automotive Service Technician Level 5 (ASC/ Q 1403)
LEVEL 4	Automotive Service Technician (2 &3 Wheelers) (ASC/ Q 1411) & Automotive Service Technician Level 4 (1402)
LEVEL 3	Car Washer and Assistant Service Technician L3 (ASC/Q 1417)

Annexure 2: QP ASDC/Q1417