

Associate Assessor

The requirements for each level are cumulative

Maintain relevant technical expertise

To achieve this skill you should be able to explain and / or apply:

- Knowledge of data sources in specific work area and working knowledge of other data sources in related areas
- An understanding of the use of MHRA IT systems and software packages for effective record maintainance
- The ability to evaluate suitability of data for assessments and to identify when to investigate/validate further
- An understanding of the relevance of data in the context of regulatory requirements
- The ability to assess applications to ensure product compliance with regulatory requirements in accordance with required timescales
- A developing understanding of a range of regulatory procedures as appropriate to own work area

You should be able to provide examples of, for instance:

- Relevant qualification and registration with the appropriate professional body
- Evidence of meeting the requirements for revalidation and CPD if required
- Applying understanding of and demonstrating appropriate use of MHRA IT systems and packages in business processes for effective record maintenance
- Using appropriate sources to inform assessment
- Producing well-written, structured and technically sound reports under some supervision
- Applying methods of data manipulation
- Working to regulatory procedures relvant to own work area

Understand the requirements of, and provide clear technical advice to, stakeholders

To achieve this skill you should be able to explain and / or apply:

- Who will use your work and for what purpose
- Knowledge of different stakeholders and their role in relation to the assessment process
- The need for clear communication to enable understanding of assessment outcomes
- Ability to anticipate and meet the needs and expectations of customers

You should be able to provide examples of, for instance:

- Using appropriate sources to inform stakeholders
- Feeding back accurate analyses of data to applicants, colleagues or expert committees
- Providing basic technical advice to applicants on own applications / queries
- Taking responsibility for dealing with and providing an answer to customers' issues

Work cooperatively with others and be part of a team

To achieve this skill you should be able to explain and / or apply:

You should be able to provide examples of, for instance:

