

Reference No.																			
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SELF-ASSESSMENT GUIDE

Qualification	AUTOMOTIVE BODY REPAIRING NC II		
Units of Competency Covered	<ul style="list-style-type: none"> Remove and store vehicle body components Replace and repair vehicle body panels and components Repair vehicle body panels using filler (rough finish) 		
Instruction:			
<ul style="list-style-type: none"> Read each question and check the appropriate column to indicate your answer. 			
Can I?	YES	NO	
PERFORM PREPARATORY ACTIVITIES			
<ul style="list-style-type: none"> Identify the job required based on the Job/Repair Order 			
<ul style="list-style-type: none"> Select and check serviceability of needed tools, equipment and materials 			
<ul style="list-style-type: none"> Prepare work area and plans activities 			
REMOVE AND STORE VEHICLE BODY COMPONENTS			
<ul style="list-style-type: none"> Remove vehicle body components according to manufacturer's repair manual * 			
<ul style="list-style-type: none"> Tag and secure vehicle body components 			
<ul style="list-style-type: none"> Clean vehicle body components according to safety and environmental requirements * 			
REPAIR AND REPLACE VEHICLE BODY PANELS AND COMPONENTS			
<ul style="list-style-type: none"> Inspect vehicle components for damage and/or needs repair/replacement, if any 			
<ul style="list-style-type: none"> Tag and store body panels and its components using appropriate materials and according to industry standards 			
<ul style="list-style-type: none"> Perform necessary repair method to align body panels and its component * 			
REPAIR VEHICLE BODY PANELS USING FILLER (ROUGH FINISH)			
<ul style="list-style-type: none"> Degrease body panels before performing repair tasks 			
<ul style="list-style-type: none"> Remove paint and prepare damaged body panels for filler application * 			
<ul style="list-style-type: none"> Mix and apply filler to repaired body panels according to industry criteria * 			
<ul style="list-style-type: none"> Perform standard sanding procedures 			
<ul style="list-style-type: none"> Complete repair to pre-paint condition (ready for painting) * 			
PERFORM POST-REPAIR ACTIVITIES			
<ul style="list-style-type: none"> Inspect to determine if repair of body panels met standards and panel is ready for painting 			

• Prepare body panel for turnover and quality checking of immediate supervisor		
• Clean and store tools/supplies/equipment/vehicle		
• Accomplish standard documents after repair of body panels using filler		
OBSERVES WORK ENVIRONMENT, HEALTH AND SAFETY PRACTICES		
• Clean work area and practice good housekeeping *		
• Practice 3 Rs (reduce, recycle, re-use) and proper wastes disposal, according to environmental standards *		
• Identify hazards and risks associated with work *		
• Use appropriate PPE		
• Practice works safety and health measures in performing tasks *		
I agree to undertake assessment with the knowledge that information gathered will only be used for professional development purposes and can only be accessed by concerned assessment personnel and my manager/supervisor.		
Candidate's Name and Signature		Date