

# Specific Competencies and Skills Tested in this Assessment:

## General Architecture and Construction Technical Skills

- Create and implement project plans considering available resources and requirements
- Read and interpret blueprints and other technical drawings and documents
- Select and use tools, machinery, and equipment commonly used in design and construction

## Maintenance Operations Technical Skills

- Maintain and use operational systems to achieve smooth operation of facilities
- Practice preventive maintenance to service existing structures
- Apply construction skills to the restoration of existing structures

### **Academic Foundations**

- Apply reading skills in an architecture and construction career environment
- Apply writing skills in an architecutre and construction career environment
- Apply mathematical skills in an architecture and construction career environment
- Apply science skills in an architecture and construction career environment

### Systems

• Examine the relationship of roles and responsibilities between trades/professions to complete a job or project Apply industry standards and practices to ensure quality work



# Specific Competencies and Skills continued:

## **Ethics and Legal Responsibilities**

- Apply appropriate codes, laws, regulations, and industry standards to architectural and construction situations
- Identify ethical issues and demonstrate ethical behavior in architectural and construction situations

## Communication

- Locate, organize, and reference written information from reliable sources to communicate with coworkers and clients
- Apply listening skills and interpret verbal and nonverbal behaviors to enhance communication with coworkers and clients
- Interpret and use tables, charts, and graphics to support written and oral communication

# Information Technology Applications

- Use word processing, presentation, and email applications to prepare communications
- Use spreadsheet and database applications to manage and communicate data and information

# Problem Solving, Critical Thinking, and Decision Making

- Use problem solving and critical thinking skills to locate good sources of information about problems and determine appropriate methods for investigating causes
- Use problem solving and critical thinking skills to determine root causes of problems and suggest solutions

# Leadership and Teamwork

- Exhibit leadership practices to improve the quality of work and the work environment
- Work effectively in a team environment to improve the quality of work and the work environment



## Specific Competencies and Skills continued:

## Safety, Health, and Environmental

- Identify and practice appropriate safety and health procedures for architecture and construction occupations
- Demonstrate appropriate emergency and first aid knowledge and procedures for architecture and construction occupations
- Identify and practice appropriate environmental procedures for architecture and construction occupations

## **Employability and Career Development**

- Demonstrate employability skills related to a career in architecture and construction
- Pursue career development skills to advance in architecture and construction careers



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# Written Assessment:

Administration Time:2 hoursNumber of Questions:101

Areas Covered:



# Sample Questions:

## The first step in any scientific experiment involves

- A. identification of the problem
- B. collection of the data
- C. preparation of a conclusion
- D. testing of the solution

## An example of body language that conveys interest in what a speaker is saying is

- A. repeatedly gazing over the speaker's shoulder
- B. crossing your arms
- C. stifling a yawn
- D. leaning forward slightly in the chair

## A reliable source of career information and networking is

- A. a professional organization
- B. coworkers
- C. friends and family
- D. the Internet

## One benefit of teamwork for employees is

- A. less responsibility
- B. higher pay
- C. greater work efficiency
- D. less training is required

# A basic testing instrument that is commonly used to test low voltage is a/an

- A. multimeter
- B. outlet analyzer
- C. continuity tester
- D. power supply

# When applying active listening skills, the listener might say to the speaker, "What I think I heard you say was..." This process is called

- A. confronting
- B. clarifying
- C. consolidating
- D. conversing

# Sample Questions (continued)

## When composing a formal business email, avoid the use of

- A. abbreviations like LOL
- B. descriptive phrases
- C. exclamation points
- D. acronyms like OSHA

#### Which of the following adversely affects the strength of materials?

- A. barometric pressure
- B. stains
- C. altitude
- D. corrosion

## Of the following, the occupation that requires formal post-secondary education is

- A. building maintenance technician
- B. architect
- C. general contractor
- D. mason

## Use copper, galvanized steel, or \_\_\_\_\_ for roof flashing.

- A. aluminum
- B. bronze
- C. iron
- D. magnesium