



INSTITUTE
OF THE MOTOR
INDUSTRY

IMI ACCREDITATION ACHIEVEMENT THROUGH ACCREDITATION

IMI Accreditation is an industry-agreed standard for current competence in the automotive sector



IMI ACCREDITATION

IMI Accreditation is a practical, non-academic way to demonstrate individual capability, providing independent proof of current competence, knowledge and skills

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INTRODUCTION

IMI Accreditation encompasses everyone employed in the automotive sector, from individuals working directly on vehicles to those advising customers or managing a dealership. Three different types of accreditation reflect the diverse range of roles within the motor industry:

- Technical
- Customer-Facing
- Management

FEATURES

IMI Accreditation typically takes just one day to achieve (depending on the specific route), with individuals assessed against industry-agreed standards. Each accreditation route is designed using best practice techniques, and offers multiple career development options for a specific job role.

IMI Accreditation continually evolves to meet the changing needs of the industry, with each accreditation valid for three years, after which time an individual is required to undertake a new assessment either at the same level, next career level or a different route in order to prove their current competence.

IMI also offers heavy vehicle accreditation, irtec, in partnership with the Society of Operations Engineers (SOE).*

BENEFITS

IMI Accreditation was created to help the motor industry keep on top of constant, rapid changes in technology, legislation and working methods, by encouraging and measuring the current competence, knowledge and ability of those working within it.

By providing proof of current competence, IMI Accreditation benefits both individuals and their employers.

Individuals gaining accreditation receive:

- An IMI Accredited certificate
- Inclusion on IMI Professional Register
- Industry-wide recognition of their skills and abilities
- Confidence
- Advice and guidance for development
- An opportunity for career progression

Employers of an accredited individual benefits from:

- Confidence in the individual's ability
- Eligibility for British Standard/DVSA requirements (depending on routes) *
- Increased customer visibility on the IMI Professional Register
- Higher work output and fewer mistakes
- Public confidence in abilities

*irtec achievers are not included on the IMI Professional Register.

IMI PROFESSIONAL REGISTER

The IMI Professional Register is an industry-wide database of individuals working in the sector. The Register is promoted to consumers as a place to find trustworthy professionals who have proven their skills and competence within specialist areas of the industry. IMI Accredited individuals are automatically included on the IMI Professional Register. Visit www.imigregister.org.uk

GAINING ACCREDITED STATUS

There are two routes to gaining IMI Accredited status: Full Assessment, and Conversion. Full Assessment involves the completion of all practical and knowledge-based assessments at each level. Conversion enables an individual to use existing qualifications to gain exemption from specific modules. Further information about specific exemptions on individual routes is available on the product factsheets.

IMI Accreditation is valid for three years, and renewal options at the end of this period include full assessment, modular options over the course of the accreditation period or career progression to the next level.

IMI Accreditations are delivered through the IMI approved centre network, and you can find your nearest centre or explore assessment routes at www.imiawards.org.uk

IMI Accreditation was created to help the motor industry keep on top of constant, rapid changes in technology, legislation and working methods

TECHNICAL

As technology evolves and vehicles become ever more complex, the demand for technicians with proven, up-to-date skills accelerates. The fact that IMI Accreditation provides formal recognition of up-to-date skills, to an agreed industry standard, means technicians who are IMI Accredited are in great demand.

Technical accreditation routes are focused on the Light Vehicle area of the sector, which includes cars, vans and motorcycles. Routes cover a wide range of job roles, from Refrigerant Handlers to Light Vehicle Inspectors and Vehicle Damage Assessors, with content continually evolving to meet legislative, technological and best practice working requirements.

A number of technical routes provide additional career and business benefits through the fulfilment of British Standards, EU Legislation or other industry requirements. For example, Vehicle Damage Assessor is recognised by, and fulfils, the requirements of British Standard BS10125/PAS 125, which is required for businesses working within the accident repair sector.

For further information on routes, levels and assessment criteria, please visit theimi.org.uk/accreditation

ROUTES

Air Conditioning

Autoglazing

Cosmetic Repair

Digital Audio Broadcasting (DAB)

Electric Vehicle

Fast Fit

Light Vehicle Inspection

Light Vehicle Maintenance & Repair

Mechanical Electrical Trim (MET)

Motorcycle

Paint

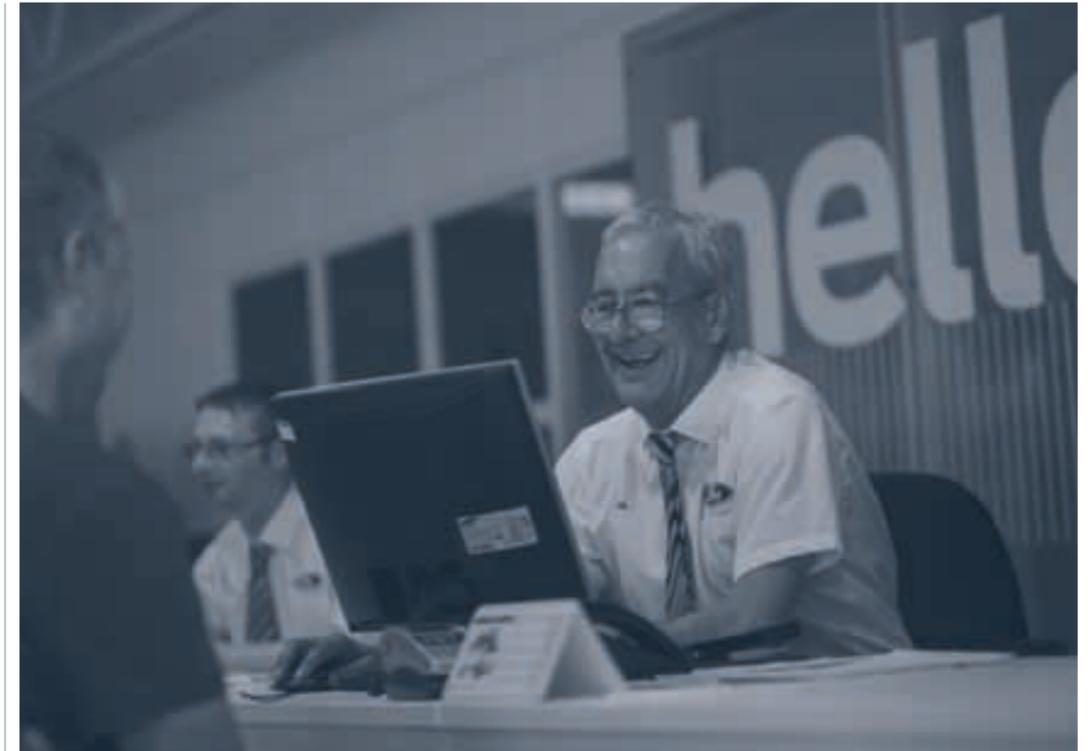
Panel

Roadside Assistance

Vehicle Damage Assessor

IMI technical accreditations are recognised by British Standards and DVSA

IMI Accreditation recognises the competency and skill of those working in customer-facing roles



CUSTOMER-FACING

Customer service is key to successful business, and the relationship a customer enjoys is critical to winning a first time sale, repeat business and recommendations.

IMI Accreditation provides recognition for those working in customer-facing roles, providing them with a proof of competence that's recognised by both their employer and the wider sector. The accreditation uses interactive, role-play scenarios to assess individuals, and can be customised to align with specific brand or company values.

IMI Accreditation is one of the few certificated awards to provide specific recognition for those working in customer-facing roles in the automotive sector. By undertaking a customer-facing accreditation, you can demonstrate to your employer and the wider industry your competence, and ability to understand, manage, support and develop great

ROUTES

Customer Service

Parts

Sales



MANAGEMENT

To successfully manage a business or a department, and get the very best from yourself and your team, requires a real breadth and depth of skills. IMI Accreditation Management draws on a range of core competencies, from efficient organisation of systems to leading the team, from personal development to adaptability in changing markets, which help demonstrate a manager's abilities.

IMI Accreditation provides recognition for managers who demonstrate their competence at one of three management levels related to their operational and strategic role. Assessments are carried out in the workplace, allowing you to demonstrate your role and activities in a familiar environment.

Management accreditation provides you and your employer with specific advice and guidance for your ongoing development. It can help develop your abilities within your current role, as well as preparing you and developing skills required for managerial advancement. Accreditations are widely recognised within the automotive industry and provide a transferable level of skill set across job roles and companies.

For further information on accredited routes and levels for managers, visit www.theimi.org.uk/accreditation

IMI Accreditation can help develop your abilities within your current role, as well as preparing you and developing skills required for managerial advancement.



Managers are important to the growth and success of the motor industry

ROUTES

First Line Manager

Specialisms:

- Autoglazing
- Bodyshop
- Fleet
- Parts
- Sales
- Service

Middle Manager

Senior Manager

HEAVY VEHICLE ACCREDITATION-irtec

irtec is an independent accreditation scheme that assesses the competence of technicians working in the commercial vehicle, trailer and passenger-carrying industries. It is a voluntary scheme that demonstrates an employer's commitment to excellence, vehicle maintenance and safety.

Being accredited gives individuals an advantage over their competitors in the sector, whilst appearing on the irtec register to enhance their professional reputation. Accredited technicians have a 5 year window of current competence and will receive a Halfords Trade Card.

For further information about the irtec licence from the SOE, please visit www.soe.org.uk/irtec

ROUTES

Bus & Coach

Heavy Vehicle Trailer

Large Commercial Vehicle



irtec assess the safety and competence of technicians who maintain and repair heavy vehicles

ASSESSOR ROUTES

IMI Accredited Assessor Routes enable individuals to accurately test individuals on their competence, in order to ascertain their current level of skill and ability in:

ROUTES

Customer Service

Electric Vehicle

Heavy Vehicle (irtec)

Light Vehicle Inspection/Light Vehicle Maintenance & Repair

Management

Roadside

Sales

Vehicle Damage Assessor



IMI Accredited Assessors are highly valued members of the IMI network

For further information on how to become an IMI Accredited Assessor, contact accreditations@theimi.org.uk

IMI ACCREDITATION

IMI Accreditation is governed by IMI (Institute of the Motor Industry), the professional association for individuals working in the motor industry. IMI is the authoritative source of the motor industry information, standards and qualifications, and plays a vital role in developing and maintaining a skilled, competent and professional workforce, able to keep pace with evolving automotive technologies and rapidly changing markets.

To find out more about how IMI Accreditation routes can benefit you, visit www.theimi.org.uk/accreditation

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