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 architecture 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
Written Assessment:

**Administration Time:** 2 hours  
**Number of Questions:** 101

**Areas Covered:**

- **General Architecture and Construction Technical Skills:** 14%
- **Maintenance Operations Technical Skills:** 18%
- **Academic Foundations:** 14%
- **Systems:** 6%
- **Ethic and Legal Responsibilities:** 6%
- **Communications:** 8%
- **Information Technology Applications:** 4%
- **Problem Solving, Critical Thinking, and Decision Making:** 7%
- **Leadership and Teamwork:** 6%
- **Safety, Health, and Environmental:** 8%
- **Employability and Career Development:** 9%
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