

NATIONAL VOLUNTARY LABORATORY ACCREDITATION PROGRAM

ASSESSOR INFORMATION AND QUALIFICATIONS SUMMARY

This information is used to maintain and update the NVLAP assessor records in accordance with ISO/IEC Guide 58. Please complete Part A, attach a **current** resume or curriculum vitae which reflects any change within the past 12 months, and provide a brief biography per Part B. Use additional sheets if more space is needed to complete the summary. Call NVLAP at (301) 975-4016 if you have any questions.

PART A

Date: _____

Name: _____

Address: _____

Work phone: _____

Fax number: _____

Home phone: _____

E-mail address: _____

Current employer and position held: _____

Education: _____

Qualifications/Certifications: _____

Professional activities and associations (include any publications): _____

Work experience (provide dates and details): _____

Laboratory management experience (provide dates and details): _____

Training in quality assurance, assessment, calibration, and testing (attach a copy of any certificate of training or qualification; e.g., RAB auditor, lead assessor training, etc.) : _____

Experience in laboratory assessment (other than NVLAP): _____

Communication skills: _____

Is there any activity, affiliation, or relationship which might pose a conflict of interest with your performance as a NVLAP assessor? If yes, explain: _____

PART B

On a separate sheet of paper, please write a short (2-4 paragraph) biography of yourself which NVLAP will send to your assigned laboratories before your on-site assessments so that the laboratories will know who you are.