

How to prepare for your EWC credential interview

Before your interview

We have already reviewed your detailed CV, so you'll just need to complete and return the documents we sent you in the credential email, as discussed below.

Self-reflection form

This form is designed to help you reflect on your understanding of the [Independent Practice \(Stage 2\) Competency Standards](#) and your readiness for interview.

It covers:

1. Reflective questions on your understanding and experiences.
2. Confirmation of your readiness for interview.
3. Short responses demonstrating your understanding of each competency element.
4. Declaration, which must be signed and dated.

Referees

You must provide the contact details of **two referees**.

Referees play a vital role in validating your professional experience,

Our assessors may contact your referees and send specific questions to answer. Delays in receiving responses may affect your application timeline. If you receive notification from us that your referee has not responded, we recommend you follow up with them directly.

Check with your organisation to determine if your company has alternative referee arrangements.

Building Industry Assessment

Registration for engineers is now required in many states and territories, if you work in a prescribed Area of Engineering. Your credentialing interview will also include a Building Industry Assessment (BIA) if you provide engineering services in:

- The building industry for Victoria or Western Australia
- The building and construction industry for the Australia Capital Territory.

You'll need to complete and return the BIA form even if the building industry is not relevant to your work. If you do not require a building industry assessment, complete the first section of the form and indicate 'No'.

Need more information? Review [Assessment for state registration](#).

Continuing professional development

Credentialed engineers must maintain professional currency through [continuing professional development](#) (CPD).

As part of your application, you must demonstrate your understanding of and commitment to CPD by submitting either:

- Your current CPD records. For example, Engineers Australia's CPD online log or an Excel file.
- The CPD questionnaire form we sent you via email, which helps you reflect on your current CPD activities.

Need more information? Review our [CPD policy](#) and [CPD types and conditions](#).

Detailed CV

We have defined what minimum information is required for a [detailed CV](#) on our website.

No specific format is required – the key is to present the information clearly and ensure you've covered all the information requirements, including the contact details for your referees.

About your interview

The interview is a key component of the credentialling assessment process. It allows the assessor to ask questions, discuss the documentation you've submitted and understand your experience.

Once you have submitted your documents you can schedule your interview using the information provided in your credentialling interview email.

Once booked, you must commit to the appointment.

Late cancellations without valid reason will be reported to your organisation and may result in being placed at the end of the interview queue.

The interview will be held via Microsoft Teams, with transcription recording enabled, unless you ask us not to for confidentiality reasons. You will be asked to present identification at the start of your interview. Ensure you've turned off your background so the assessor can clearly view your ID.

What to share at your interview

We recommend that you have documents and evidence to discuss 3-4 projects you have done. Pick projects that allow you to demonstrate depth and breadth in your practice and projects that support your nominated area of competency.

To address confidentiality concerns, you may:

- Share documents via screen sharing on Microsoft Teams. No work documents are sent to Engineers Australia.
- Redact sensitive information such as names of people, places, project budget, patented designs.
- Narrate your experience without disclosing confidential details.