Task for an Environmental ingenieur (BTU Cottbus-Senftenberg is a technical university and in the future we would like to offer language courses für professional purpose

Task:

Review technical documents to ensure completeness and conformance to requirements.
[17-3025.00 - Environmental Engineering Technologists and Technicians (onetonline.org)](onetonline.org)

Getting Information — Observing, receiving, and otherwise obtaining information from all relevant sources.

Evaluating Information to Determine Compliance with Standards — Using relevant information and individual judgment to determine whether events or processes comply with laws, regulations, or standards.

Working with Computers — Using computers and computer systems (including hardware and software) to program, write software, set up functions, enter data, or process information.

Analyzing Data or Information — Identifying the underlying principles, reasons, or facts of information by breaking down information or data into separate parts.

Processing Information — Compiling, coding, categorizing, calculating, tabulating, auditing, or verifying information or data.

To be able to perform this task, one must be able to read a very good detailed, especially legal texts, but also technical documents and must be able to match and compare information and also document the result of the review, probably in written form.

Still need to know:

- What types of technical documents are involved?
- Who writes them? Are queries possible?
- How does the learner get the documents, does he request them or are they delivered to him?
- How does he know what the requirements are?
- How does he know which legal texts are used as reference or what is used as reference?
- Is there a legal expert in the company who can be contacted and if so, in what manner typically (verbal or written)?
- Is there a chain of commands he must follow and who is involved with the task before or after him?
- Is there a checklist or how does he know when something is complete?
- How does he/she document the review?
- If he/she finds that there are problems, to whom does he/she turn and in what form?

(Thank you, Kristina for your support!)