



**Australian Government**

**Department of Education, Employment and Workplace Relations**

# **AUR30805 Certificate III in Automotive Vehicle Body**

**Release: 1**

## **AUR30805 Certificate III in Automotive Vehicle Body**

### **Modification History**

Not Applicable

## Description

This qualification covers the skills and knowledge required to repair and maintain the body of cars and other vehicles within the automotive industry. It is suitable for entry into the automotive vehicle body repair sector.

### *Job roles/employment outcomes*

The Certificate III in Automotive Specialist is intended to prepare new employees or recognise and develop existing workers who are repairing and maintaining the body of vehicles in the automotive industry.

Employment outcomes targeted by this qualification include:

- panel beater
- vehicle painter
- vehicle body builder
- vehicle trimmer
- windscreen fitter.

### *Application*

This qualification is suitable for an Australian Apprenticeship pathway.

## Pathways Information

### *Pathways into the qualification*

This qualification may be accessed by direct entry. Credit will be granted towards this qualification to those who have completed AUR20905 Certificate II in Automotive Vehicle Body or other relevant qualifications.

### *Pathways from the qualification*

Further training pathways from this qualification include AUR40208 Certificate IV in Automotive Technology or other relevant qualifications.

### *Additional qualification advice*

The Certificate III in Automotive Vehicle Body may be attained as a generic qualification, or where a particular occupational outcome is required, may include a specialisation.

The specialisations for this qualification are:

- body building
- vehicle painting
- vehicle glazing
- vehicle trimming.

Advice is provided at the end of this qualification on the recommended units of competency for each specialisation.

Where elective units of competency are packaged to suit a particular industry sector or occupational outcome, Registered Training Organisations (RTOs) might issue, for example, a:

Certificate III in Automotive Vehicle Body (specialising in vehicle painting)	<b>OR</b>	Certificate III in Automotive Vehicle Body (vehicle painting)
-------------------------------------------------------------------------------	-----------	---------------------------------------------------------------

It should be noted that a qualification with a specialisation does not change the title of the qualification, although RTOs may choose to record the specialisation *below* the title.

## Licensing/Regulatory Information

### *Licensing considerations*

Some jurisdictions require this qualification for licensing purposes. In addition some units in this qualification may have licensing or regulatory requirements, depending on the work context. Local regulations should be checked for details.

## Entry Requirements

Not Applicable

## Employability Skills Summary

### EMPLOYABILITY SKILLS QUALIFICATION SUMMARY

The following table contains a summary of the Employability Skills for this qualification as identified by the vehicle body sector of the automotive industry. The Employability Skills facets described here are broad industry requirements that may vary depending on qualification packaging options.

Employability Skill	Industry/enterprise requirements for this qualification include:
Communication	<ul style="list-style-type: none"> <li>• Clearly communicating workplace information and ideas with workplace colleagues (verbal and non-verbal), including use of automotive terms</li> <li>• Completing workplace reports</li> <li>• Using and contributing to workplace procedures</li> <li>• Maintaining workplace records</li> <li>• Communicating with colleagues and clients to handle verbal enquiries, such as clarifying instructions and responding to requests for information</li> <li>• Communicating with people who speak languages other than English and in a cross-cultural context</li> <li>• Interpreting the needs of customers</li> <li>• Reading and interpreting workplace related documentation</li> </ul>
Teamwork	<ul style="list-style-type: none"> <li>• Identifying and describe own role and role of others</li> <li>• Working within a team</li> <li>• Working with diverse individuals and groups</li> <li>• Applying knowledge of own role to complete activities efficiently to support team activities and tasks</li> </ul>
Problem solving	<ul style="list-style-type: none"> <li>• Recognising a workplace problem or a potential problem and take action</li> <li>• Determining problems needing priority action</li> <li>• Referring problems outside area of responsibility to appropriate person and suggesting possible causes</li> <li>• Seeking information and assistance as required to solve problems</li> <li>• Using a range of problem-solving techniques</li> <li>• Taking action to resolve concerns</li> <li>• Developing practical responses to common breakdowns in workplace systems and procedures</li> </ul>
Initiative and enterprise	<ul style="list-style-type: none"> <li>• Adapting to new and emerging situations in the workplace</li> <li>• Being proactive and creative in responding to workplace problems, changes and challenges</li> </ul>
Planning and organising	<ul style="list-style-type: none"> <li>• Planning own work requirements and prioritising actions to achieve required outcomes and ensure tasks are completed on</li> </ul>

<b>EMPLOYABILITY SKILLS QUALIFICATION SUMMARY</b>	
	time <ul style="list-style-type: none"> <li>Identifying risk factors and taking action to minimise risk</li> </ul>
Self-management	<ul style="list-style-type: none"> <li>Selecting and using appropriate equipment, materials, processes and procedures</li> <li>Recognising limitations and seeking timely advice</li> <li>Planning own work requirements, setting own work program and managing time to ensure tasks are completed on time</li> <li>Following workplace documentation, such as codes of practice or operating procedures</li> </ul>
Learning	<ul style="list-style-type: none"> <li>Asking questions to gain information</li> <li>Identifying sources of information, assistance and expert knowledge to expand knowledge, skills and understanding</li> <li>Participating in self-improvement activities</li> <li>Participating in development of workplace continuous improvement strategies</li> <li>Helping others develop competency</li> </ul>
Technology	<ul style="list-style-type: none"> <li>Operating specialist tools and equipment</li> <li>Performance testing of components, systems and equipment</li> <li>Using tools and equipment efficiently and safely</li> <li>Storing and caring for components, parts, tools, test equipment and support equipment</li> <li>Using business technology to collect, analyse and provide information</li> </ul>

## Packaging Rules

### Packaging Rules

To be awarded the Certificate III in Automotive Vehicle Body, competency must be achieved in **twenty eight (28)** units of competency.

- two (2)** core units of competency
- twenty six (26)** elective units of competency, as specified below.
  - a minimum of **twenty (20)** elective units of competency from Group A
  - a maximum of **six (6)** elective units of competency from Group B, drawn from any combination of:
    - units not already chosen from Group A

- relevant units available in this Training Package, other endorsed Training Packages and accredited courses, where those units are aligned to Certificate II, III and IV qualifications
- a maximum of **twelve (12)** elective units may be selected from units aligned to Certificate II qualifications
- a maximum of **two (2)** elective units may be selected from units aligned to Certificate IV qualifications.

**Note:**

Where prerequisite units are identified they must be counted in the total number of units required for completion of the qualification.

The following pairs of units must not be chosen together when achieving this qualification:

MEM05003B	Perform soft soldering
AURV223808A	Carry out soft soldering techniques

MEM05004C	Perform routine oxy acetylene welding
AURV223608A	Carry out oxy acetylene welding, thermal cutting and thermal heating procedures

MEM05007C	Perform manual heating and thermal cutting
AURV223608A	Carry out oxy acetylene welding, thermal cutting and thermal heating procedures

MEM05017D	Weld using gas metal arc welding process
AURV281308A	Carry out gas metal arc (MIG) welding procedures

**Core units of competency**

- Complete the following **one (1)** unit of competency:

AURC270103A	Apply safe working practices
-------------	------------------------------

- Plus, **one (1)** of the following environmental units of competency.

AURC272003A	Apply environmental regulations and best practice in a workplace or business <i>(applicable to glaziers, window tinters, etc who are not dealing with the toxic substances found in mechanical or body repair workplaces)</i>
AURT271781A	Implement and monitor environmental regulations in the automotive mechanical industry <i>(applicable to vehicle dismantlers/assemblers)</i>
AURV371481A	Implement and monitor environmental regulations and best practice in the body repair industry <i>(applicable specifically to those in a body repair workshop)</i>

### Elective units of competency

#### Group A-Elective units

- Complete a minimum of **twenty (20)** units of competency from the following lists.

<b>Electrical</b>	
AURE218664A	Remove and replace electrical/electronic units/assemblies
AURE218676A	Test, service and charge batteries
AURE218708A	Carry out repairs to single electrical circuits
AURE218764A	Remove, refit and test electrical componentry for normal operation following body repair activities
AURE220140A	Manufacture and repair wiring harness/looms
AURE224008A	Carry out soldering of electrical wiring/circuits

<b>Environmental</b>	
AURV471482A	Plan and manage compliance with environmental regulations in the body repair industry
MSAENV272B	Participate in environmentally sustainable work practices



<b>Environmental</b>	
MSAENV472B	Implement and monitor environmentally sustainable work practices

<b>General mechanical</b>	
AURC252103A	Apply basic automotive troubleshooting processes
AURT222170A	Service air compressors and air lines
AURT225156A	Read and interpret engineering drawings
AURT225667A	Use and maintain measuring equipment
AURT270278A	Use and maintain workplace tools and equipment
AURT325149A	Prepare engineering drawings
AURT365130A	Inspect vehicle systems and determine preferred repair action
AURT365508A	Carry out vehicle safety/roadworthy inspection
AURT366108A	Carry out diagnostic procedures
AURV228630A	Inspect vehicle for saleable items and determine their value
MEM09002B	Interpret technical drawing
MEM12023A	Perform engineering measurements
MEM18001C	Use hand tools
MEM18002B	Use power tools/hand held operations

<b>Common</b>	
AURC252327A	Identify, clarify and resolve problems
AURC270688A	Work effectively with others
AURC270789A	Communicate effectively in the workplace
AURC270889A	Communicate business information
AURC365722A	Estimate complex jobs

<b>Common</b>	
AURS241608A	Carry out cash and/or credit/funds transfer transactions
AURS252290A	Process customer complaints
BSBCMN311B	Maintain workplace safety
BSBFLM312B	Contribute to team effectiveness
BSBWOR301A	Organise personal work priorities and development
HLTFA301B	Apply first aid
TLIC107C	Drive vehicle

<b>VEHICLE BODY</b>	
<i>Assessment and quotations</i>	
AURV465101A	Evaluate the bodywork of a vehicle with minor damage and identify repair requirements
AURV465102A	Evaluate the bodywork of a vehicle with extensive damage and identify repair requirements
AURV465201A	Evaluate the paintwork of a damaged vehicle and identify refinish requirements
<i>Accessories</i>	
AURV232165A	Remove, replace, fit and test components/accessories
<i>Body repair</i>	
AURV225908A	Carry out panel repairs
AURV226108A	Carry out pre-repair operations (vehicle body)
AURV226864A	Remove, replace and realign bolt-on panels, sections and fittings
AURV226965A	Remove and replace/fit protector mouldings, transfers and decals
AURV227064A	Remove and replace mechanical units/assemblies
AURV324431A	Install vehicle sunroofs

<b>VEHICLE BODY</b>	
AURV325808A	Carry out paint-less dent repairs
AURV326266AA	Repair body panels (beating and split repair)
AURV326266BA	Repair body panels (metal finishing)
AURV326266CA	Repair body panels (incorporating filler)
AURV326266DA	Repair body panels/components (thermo plastic)
AURV326366AA	Repair/replace structural damage (welding)
AURV326366BA	Repair/replace structural damage (riveting)
AURV326367A	Replace major welded panels
AURV326466A	Repair body components using lead wiping
AURV326508A	Repair vehicle body misalignment
AURV326708A	Carry out major sectional repair
AURV326964A	Remove and replace adhesive bonded panels and structures
AURV327164A	Remove and replace supplementary restraint systems (SRS)
AURV327231A	Install vehicle body component seals
AURV327366A	Repair corroded panels and components
AURV327466AA	Repair aluminium body panels (finishing)
AURV327466BA	Repair aluminium body panels (filling)
<i>Fabrication</i>	
AURV224508A	Carry out fabrication of components
AURV324708A	Carry out wood working operations for fabrication
AURV324766A	Repair plugs, moulds, frames and flooring using wood materials
AURV324823A	Fabricate composite material components
AURV324866A	Repair fibreglass/composite material components
<i>Frame repairs</i>	

<b>VEHICLE BODY</b>	
AURV328166A	Repair and align motorcycle frames
AURV328366A	Repair chassis/frame and associated components
<i>Glass, windscreens and tinting</i>	
AURV233163A	Remove and install rear vision mirrors
AURV233166A	Repair laminated glass
AURV233363A	Remove and install rubber glazed windscreens
AURV233463A	Remove and install butyl sealed windscreens
AURV233563A	Remove and install direct glazed windscreens
AURV233663A	Remove and install framed type windscreens
AURV233849A	Prepare surfaces and apply window tinting
AURV333763A	Remove and install fixed body glass
AURV333863A	Remove and install movable body glass
AURV333215A	Cut and process flat laminated glass
AURV334031A	Install side windows
AURV334163A	Remove and install rubber and urethane (heavy vehicle) glazed windscreens
AURV334263A	Remove and install 'large' vehicle windscreens
PRMCL09B	Clean glass surfaces
LMFGG2005B	Move glass sheets by hand
LMFGG3002B	Assess glass and glazing requirements
LMFGG3001B	Store and handle glass
<i>Paint and refinish</i>	
AURV229503A	Apply paint removal methods
AURV229603AA	Apply acrylic lacquer refinishing materials

<b>VEHICLE BODY</b>	
AURV229608A	Carry out masking procedures
AURV229749A	Prepare spray painting materials and equipment
AURV229803AA	Apply fundamental colour matching techniques
AURV230203A	Apply rust prevention and sound deadening materials
AURV230349A	Prepare vehicle components for paint repairs
AURV230449A	Apply paint touch-up techniques
AURV232108A	Carry out custom graphics design and layout techniques
AURV232208A	Carry out fundamental airbrush application techniques
AURV329549A	Prepare spray booths and paint drying equipment
AURV329603BA	Apply solid acrylic enamel refinishing materials (two component system)
AURV329603CA	Apply clear over base refinishing materials (two component system)
AURV329603DA	Apply air dry and polyurethane enamel refinishing materials
AURV329603EA	Apply clear over base multi layer/pearl refinishing materials
AURV329603FA	Apply water based refinishing materials
AURV329649A	Prepare substrate for refinishing
AURV329803BA	Apply multi layer/clear over base colour matching techniques
AURV329803CA	Apply solid colour matching techniques
AURV329903AA	Carry out paint rectification and touch up work for solids (two component system)
AURV329903BA	Carry out paint rectification and touch up work for clear over base (two component system)
AURV329903CA	Carry out paint rectification and touch up work for multi layer/pearl (two component system)
AURV330149A	Prepare and paint plastic components

<b>VEHICLE BODY</b>	
AURV330508A	Carry out denibbing, buffing and polishing
AURV332308A	Carry out custom painting techniques
<i>Trimming</i>	
AURV230608A	Carry out sewing repairs and alterations
AURV230708A	Carry out trim repairs and alterations
AURV230864A	Remove and replace vehicle interior trim components
AURV231208A	Carry out trimming of vehicle components
AURV231268A	Select and apply trim/fabric materials and determine attachment methods
AURV231368A	Select and apply trim/fabric adhesives
AURV330964A	Remove and replace vehicle head lining
AURV331066A	Repair seat frames
AURV331108A	Carry out sewing operations
AURV331423AA	Fabricate and install loose and fitted covers
AURV331423BA	Fabricate and install marine covers
AURV331423CA	Fabricate and install canvas products
AURV331423DA	Fabricate and install frame structures
AURV331423EA	Fabricate and install floor coverings
AURV331423FA	Fabricate and install hoods (soft tops)
AURV331423GA	Fabricate and install canopies and curtains

<b>Vehicle presentation</b>	
AURV231649A	Prepare vehicle/component/equipment for customer use
AURV231786AA	Wash/clean vehicle body and door cavities

<b>Vehicle presentation</b>	
AURV231786BA	Wash/clean vehicle engine and engine compartment
AURV231786CA	Wash/clean vehicle underbody
AURV231809AA	Clean and finish plastic trim and fittings
AURV231809BA	Clean and finish vehicle interior trim and seats
AURV231809CA	Clean and polish vehicle exterior paint
AURV231964A	Remove and replace seats and internal fittings
AURV331987A	Restore vehicle exterior paint

<b>Vehicle salvage</b>	
AURV228603A	Apply legal requirements for vehicle dismantlers
AURV228617A	Disassemble and test vehicle units/components
AURV228662A	Remove salvageable components
AURV328916A	Determine vehicle rescue method and ascertain cost
AURV328961A	Recover vehicle

<b>Welding</b>		<b>Prerequisites</b>
AURV223608A	Carry out oxy acetylene welding, thermal cutting and thermal heating procedures	
AURV223808A	Carry out soft soldering techniques	
AURV281108A	Carry out manual metal arc welding procedures	
AURV281208A	Carry out brazing procedures	
AURV281308A	Carry out gas metal arc (MIG) welding procedures	
AURV281408A	Carry out gas tungsten arc	

Welding		Prerequisites
	(TIG) welding procedures	
MEM05003B	Perform soft soldering	
MEM05004C	Perform routine oxy acetylene welding	
MEM05007C	Perform manual heating and thermal cutting	
MEM05017D	Weld using gas metal arc welding process	MEM05050B MEM05051A MEM05052A MEM12023A MEM18001C MEM18002B MEM09002B
MEM05050B	Perform routine gas metal arc welding	
MEM05051A	Select welding processes	
MEM05052A	Apply safe welding practices	

### Group B - Other elective units

- The balance of units, to a maximum of **six (6)**, may be drawn from any combination of:
  - units not already chosen from Group A
  - relevant units available in this Training Package, other endorsed Training Packages and accredited courses, where those units are aligned to Certificate II, III and IV qualifications.

### Specialisation advice

Unit selection for a particular occupational stream must adhere to the packaging rules specified above. Examples of appropriate elective units for particular outcomes are provided below.

Note: A specialisation does not alter the title of the qualification although RTOs may choose to record the specialist occupational stream. Refer to *Additional qualification advice*.

Body building



The following two (2) units are recommended for this specialisation:

AURT225667A	Use and maintain measuring equipment
AURT325149A	Prepare engineering drawings

- plus four (4) units of competency from the Fabrication group in Group A
- plus three (3) units of competency from the Welding group in Group A.

#### Panel beating

A minimum of fourteen (14) units of competency from the Body repair group in Group A are recommended for this specialisation

#### Vehicle glazing

A minimum of ten (10) units of competency from the Glass, windscreens and tinting group in Group A are recommended for this specialisation

#### Vehicle painting

A minimum of fourteen (14) units of competency from the Paint and refinish group in Group A are recommended for this specialisation

#### Vehicle trimming

A minimum of nineteen (19) units of competency from the Trim group in Group A are recommended for this specialisation.

- plus one (1) unit of competency from the Body repair group.
-