



Australian Government

Department of Education, Employment and Workplace Relations

AVI40408 Certificate IV in Aviation (Ground Operations and Service)

Revision Number: 1

AVI40408 Certificate IV in Aviation (Ground Operations and Service)

Modification History

Not applicable.

Description

Rationale:

A general qualification for the Aviation Industry. Successful completion will require competency in units that relate to work defined as aligned at AQF Level 4. Qualifications should be structured to align with licensing and regulatory requirements applicable to the occupation concerned.

Performance of a broad range of skilled applications including requirements to evaluate and analyse current practice, develop new criteria and procedure for performing current practices and provision of some leadership and guidance to others in the application and planning of the skills.

Pathways Information

Not applicable.

Licensing/Regulatory Information

Not applicable.

Entry Requirements

Not applicable.

Employability Skills Summary

Employability Skills Summary for

AVI40408 Certificate IV in Aviation (Ground Operations and Service)

The following table contains a summary of the employability skills as identified by the Aviation Industry for this qualification. This table should be interpreted in conjunction with the detailed requirements of each unit of competency packaged in this qualification. The outcomes described here are broad industry requirements that may vary depending on packaging options.

Employability Skill

Industry/enterprise requirements for this qualification include:

Communication

- Establish and implement communication systems and procedures as required for activities
- Listen to and interpret verbal information related daily activities
- Read and interpret relevant regulations, instructions, signs and labels applicable daily activities
- Speak clearly and directly on diverse and complex matters related to daily activities
- Write documents as part of duties, including completion of relevant forms, maintenance schedules and accident and incident reports
- Negotiate complex issues with others in the course of daily activities
- Recognise and interpret non-verbal signs, signals and behaviours
- Use relevant communication equipment.

Teamwork

- Provide leadership during activities as appropriate
- Motivate others in the workplace
- Collaborate with others in the course of daily activities
- Manage the resolution of any interpersonal conflicts that may arise during activities
- Manage the avoidance and prevention of harassment of others in the workplace
- Manage persons of different ages, gender, race, religion, political persuasion, etc.

Problem solving

- Identify and solve or report complex problems arising in the course of daily activities
- Monitor and anticipate problems that may

Employability Skill**Industry/enterprise requirements for this qualification include:**

occur in the course of activities including hazards and risks and take appropriate action to report or resolve the problems within limits of responsibility

- Manage the control of hazards and risks in a range of complex and diverse situations that may arise
- Use mathematics to solve problems such as various calculations related to a wide range of daily activities.

Employability Skill**Industry/enterprise requirements for this qualification include:****Initiative and enterprise**

- Modify activities dependent on differing situations and contingencies
- Take appropriate initiatives in a diverse range of operational situations such as those above
- Manage the response to any changes in equipment, standard operating procedures and the working environment.

Planning and organising

- Implement and monitor operational and emergency plans, systems and procedures
- Implement and monitor systems and procedures for maintaining compliance with regulations and codes of practice
- Monitor the implementation of the workplace security and safety management systems (where applicable)
- Monitor and evaluate operational performance and compliance
- Collect and interpret information needed when undertaking daily activities
- Organise and plan own activities
- Manage time and priorities.

Self management

- Interpret and apply relevant regulations and instructions
- Establish and follow own work plans and schedules
- Evaluate and monitor own work performance.

Learning

- Organise learning and assessment activities for others in the workplace
- Manage adaptation of others in the workplace to any changes in systems, equipment and procedures and the workplace operating environment
- Instruct, coach or mentor others in the workplace as required
- Contribute to the assessment of the competence of others in the workplace as appropriate
- Assist in creating a learning environment in the workplace
- Adapt own competence in response to any

Employability Skill**Industry/enterprise requirements for this qualification include:**

changes in daily activities

- Update own knowledge and skills required for daily activities.
- Use complex equipment and systems required during daily activities
- Implement and monitor operational and maintenance procedures and systems for equipment used
- Implement and monitor the application of OH&S procedures while undertaking daily activities.

Technology

Packaging Rules

Requirements for completion of the qualification:

A successful assessment outcome for a total of **28 units** comprising:

- at least 5 and up to 7 units from Certificate I in Aviation
- where less than seven units are selected, the remaining units should be drawn from a relevant Certificate I qualification from any currently endorsed national Training Package or Accredited Course

plus

- at least 5 and up to 7 units from Certificate II in Aviation
- where less than seven units are selected, the remaining units should be drawn from a relevant Certificate II qualification from any currently endorsed national Training Package or Accredited Course

plus

- at least 5 and up to 7 units from Certificate III in Aviation
- where less than seven units are selected, the remaining units should be drawn from a relevant Certificate III qualification from any currently endorsed national Training Package or Accredited Course

plus

- at least 5 and up to 7 units from Certificate IV listed in the following table
- where less than seven units are selected, the remaining units should be drawn from a relevant Certificate IV qualification from any currently endorsed national Training Package or Accredited Course.

Field	Unit	
A Handling Cargo/Stock	TLIA207C	Maintain container/cargo records
	TLIA507C	Check and evaluate records and documentation
	TLIA1107C	Package goods
	TLIA2507D	Regulate temperature controlled stock
	TLIA3007C	Organise cargo for export
	TLIA3107C	Consolidate freight
	TLIA3207C	Organise transport of freight or goods
	TLIA3307C	Organise international transport of freight
C Driving Vehicle	AVIC4002A	Administer airside driving
	TLIC607C	Drive multi-combination vehicle

E Communications and Calculations	TLIE607D	Collect, analyse and present workplace data and information
	TLIE1307C	Apply workplace statistics
	TLIE1407C	Compile and process export documentation
F Safety Management	HLTFA402B	Apply advanced first aid
	TLIF707C	Implement and coordinate accident-emergency procedures
	TLIF1407C	Develop and maintain a safe workplace
	TLIF6307A	Administer the implementation of fatigue management strategies
	TLIF6407A	Manage fatigue management policy and procedures
G Teamwork	BSBMGT401A	Show leadership in the workplace
	TLIG607C	Facilitate work teams
I Customer Service	TLII107D	Coordinate quality customer service
	TLII507C	Market services and products to clients
J Quality	AVIJ4002B	Conduct quality control operations related to refuelling/defuelling aircraft
L Resource Management	TLIL507D	Apply conflict/grievance resolution strategies
	TLIL907C	Manage personal work priorities and professional development
	TLIL1007C	Assess and confirm customer transport requirements
	TLIL3207B	Implement equal employment equity strategies
	TLIL3307B	Promote effective workplace practice
	TLIL3607B	Develop rosters
	TLIL3707B	Apply and amend rosters

O Security	AVIO4003A	Implement airside access
P Administration and Finance	TLIP107C	Develop plans to meet customer and organisation needs
	TLIP207C	Facilitate and capitalise on change in the workplace
	TLIP507C	Manage workplace information
	TLIQ1007B	Maintain customer credit accounts and services
R Contract Procurement	TLIR107C	Monitor supplier performance
	TLIR207C	Source goods/services and evaluate contractors
	TLIR307C	Negotiate a contract
U Environment	TLIU107B	Implement and monitor environmental protection policies and procedures
	TLIU607B	Conduct environmental audits
W Equipment and Systems Operations	AVIW5022A	Coordinate the removal of disabled aircraft
	AVIW4034A	Supervise aircraft refuelling