



**Australian Government**

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

# **CPC40308 Certificate IV in Building and Construction (Estimating)**

**Release: 2**

## **CPC40308 Certificate IV in Building and Construction (Estimating)**

### **Modification History**

One new CPC08 unit added to the list of elective units:

- CCCCBC4051A Supervise asbestos removal.

CPCCOHS1001A Work safely in the construction industry also added to the elective bank given its prerequisite status in that unit.

CCCCBC4023A Plan and undertake site inspection and assessment of asbestos products and materials deleted from elective list in qualification.

### **Description**

This qualification is designed to meet the needs of estimators and schedulers in the building and construction field.

Occupational titles may include:

- Building estimator
- Building scheduler.

The qualification has core unit of competency requirements that cover common skills for the construction industry.

The construction industry strongly affirms that training and assessment leading to recognition of skills must be undertaken in a real or very closely simulated workplace environment and this qualification requires all units of competency to be delivered in this context.

Completion of the general induction training program specified by the National Code of Practice for Induction Training for Construction Work (ASCC 2007) is required before entering a construction work site. Achievement of unit CPCCOHS1001A covers this requirement.

Additional units of competency may be required to meet builder registration requirements in various States and Territories.

### **Pathways Information**

Not Applicable

## **Licensing/Regulatory Information**

Occupational licenses are required nationally.  
Refer to Description

## **Entry Requirements**

Not Applicable

## Employability Skills Summary

### Employability skill

### Industry/enterprise requirements for this qualification include:

- |                 |   |
|-----------------|---|
| Communication   | <ul style="list-style-type: none"><li>• Communicates effectively with a range of relevant parties through a range of media</li><li>• Articulates complex ideas clearly</li><li>• Interprets a range of complex and technical documents, including relevant regulatory, legislative, licensing and registration requirements, codes and standards, plans, drawings and specifications, schedules, development approvals, site files, contracts, and organisational policies and procedures</li><li>• Analyses and evaluates reports and reference materials</li><li>• Understands relevant definitions, terminology, symbols and language</li><li>• Reports and records project costs</li><li>• Maintains and checks logs, records and documents</li><li>• Prepares a range of documents, including construction contracts, plans, sketches and drawings and specifications, reports, tenders, schedules, building applications and submissions and file notes</li><li>• Negotiates conflict and dispute resolution</li><li>• Analyses a range of data, including company and stakeholder resource consumption and waste product volumes</li></ul> |
| Teamwork        | <ul style="list-style-type: none"><li>• Coordinates a range of team members and activities</li><li>• Keeps team informed of work practices, quality requirements and required actions</li><li>• Discusses ideas with team members</li><li>• Seeks expert advice where appropriate</li><li>• Works collaboratively with relevant stakeholders</li><li>• Understands various stakeholders' roles</li><li>• Relates positively to fellow workers and the management team</li><li>• Relates to people from diverse social, cultural and ethnic backgrounds and with varying physical and mental abilities</li></ul>   |
| Problem solving | <ul style="list-style-type: none"><li>• Assesses structural integrity of residential and commercial low rise buildings</li><li>• Performs various calculations relating to rise and fall amounts, estimating resource acquisition and costs, drawing dimensions, comparisons of</li></ul>   |

- alternative water management systems; waste management minimisation strategies; and thermal efficiency, rated capacity and working load limits and budgeting and forecasting.
- Examines tools and equipment prior to use for damage, missing components or other defects
  - Identifies and rectifies faults
  - Responds effectively to hazards, risks and emergencies
  - Analyses problems and applies appropriate remedial solutions
  - Resolves business disputes
  - Devises approaches, implements and reflects on environmental and water, energy and resource efficiency management policies and procedures relevant to work site to improve environmental sustainability and shares alternative approaches as required
- Initiative and enterprise
- Evaluates properties of construction materials and selects appropriate materials based on evaluation
  - Develops compliant, alternative solutions to construction problems
  - Assesses thermal efficiency of buildings and reviews design solutions for effectiveness and compliance
  - Identifies opportunities for improved water management
  - Evaluates effective strategies for insulating structures
  - Develops waste management strategies and dispute resolution procedures
  - Identifies environmental and resource efficiency improvements, applies knowledge about resource use to organisational activities and customer service and develops resource efficiency tools
- Planning and organising
- Plans and coordinates various work operations
  - Prepares project schedules
  - Participates in effective implementation of organisation's operational plans
  - Plans and organises on-site activities and implements procedures associated with building and construction work
  - Identifies and organises resource requirements and obtains supply information
  - Supervises various administrative and work

	processes, including payments collects, analyses and organises workplace information and data
	<ul style="list-style-type: none"><li>• Plans and organises inspections</li><li>• Organises testing of construction materials to ensure suitability</li></ul>
Self management	<ul style="list-style-type: none"><li>• Manages own performance to ensure required levels of service standards, work quality and professional competence</li><li>• Manages work priorities and professional development</li><li>• Uses feedback to improve own performance</li><li>• Organises and completes daily work activities</li></ul>
Learning	<ul style="list-style-type: none"><li>• Is open to new ideas and techniques</li><li>• Seeks feedback on personal performance</li><li>• Uses information effectively to improve work performance</li><li>• Learns from colleagues as part of effective teamwork</li></ul>
Technology	<ul style="list-style-type: none"><li>• Operates office equipment</li><li>• Uses computer equipment and relevant software</li><li>• Uses cameras</li><li>• Assesses new and emerging technologies for application to construction processes</li><li>• Uses a range of tools and equipment</li><li>• Maintains tools and equipment as required</li><li>• Uses technology to improve efficiency and effectiveness of managing work</li></ul>

## Packaging Rules

To achieve this qualification, the candidate must demonstrate competency in:

- **15 units of competency:**
  - 8 core units
  - 7 elective units.

The elective units are to be chosen as follows:

- up to 7 units from general elective units
- up to 3 units from qualifications in CPC08 or another current Training Package or state accredited course, provided the integrity of the AQF alignment is ensured, they contribute to a valid, industry-supported vocational outcome, and that no more than:

- 2 units are from a Certificate IV qualification
- 1 unit is from a Certificate III or Diploma qualification.

### Core units of competency

Unit code	Unit title
CPCCCBC4001A	Apply building codes and standards to the construction process for low rise building projects
CPCCCBC4004A	Identify and produce estimated costs for building and construction projects
CPCCCBC4005A	Produce labour and material schedules for ordering
CPCCCBC4010B	Apply structural principles to residential low rise constructions
CPCCCBC4011B	Apply structural principles to commercial low rise constructions
CPCCCBC4012A	Read and interpret plans and specifications
CPCCCBC4013A	Prepare and evaluate tender documentation
BSBPMG407A	Apply risk management techniques

### Elective units of competency

Unit code	Unit title
CPCCCBC4003A	Select and prepare a construction contract
CPCCCBC4006B	Select, procure and store construction materials for low rise projects
CPCCCBC4014A	Prepare simple building sketches and drawings
CPCCCBC4015A	Prepare specifications for all construction works
CPCCCBC4016A	Administer a construction contract
CPCCCBC4017A	Arrange resources and prepare for the building or construction project
CPCCCBC4019A	Apply sustainable building design principles to water management

	systems
CPCCCBC4020A	Build thermally efficient and sustainable structures
CPCCCBC4021A	Minimise waste on the building and construction site
CPCCCBC4024A	Resolve business disputes
CPCCCBC4025A	Manage personal work priorities and professional development
CPCCCBC4028A	Prepare design brief for construction works
CPCCCBC4051A	Supervise asbestos removal
CPCCOHS1001A	Work safely in the construction industry
CPCSUS4001A	Implement and monitor environmentally sustainable work practices
BSBCUS301A	Deliver and monitor a service to customers
BSBWOR402A	Promote team effectiveness
BSBITU201A	Produce simple word processed documents
BSBITU202A	Create and use spreadsheets
BSBITU301A	Create and use databases
BSBMGT403A	Implement continuous improvement
BSBOHS404B	Contribute to the implementation of strategies to control OHS risk
BSBPMG404A	Apply quality management techniques
BSBWRT401A	Write complex documents
HLTHIR403B	Work effectively with culturally diverse clients and co-workers