



Australian Government

CPCCO4001A Supervise concreting work

Release 1

CPCCCO4001A Supervise concreting work

Modification History

New unit.

This version first released with CPC08 Construction and Property Services Training Package Version 9.

Unit Descriptor

This unit of competency specifies the outcomes required to oversee site preparation for concreting work, initiate or direct concreting operations, and monitor concreting procedures to ensure timely completion of concreting works to the required quality standards.

The unit involves team leadership and the coordination and monitoring of concreting procedures.

Application of the Unit

This unit of competency applies to concreting work in residential, commercial and industrial projects.

Licensing/Regulatory Information

Licensing, legislative, regulatory or certification requirements apply to concreting work in different states and territories. Candidates are advised to consult with the relevant regulatory authorities.

Pre-Requisites

CPCCOHS2001A Apply OHS requirements, policies and procedures in the construction industry

Employability Skills Information

This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.

Performance criteria describe the required performance needed to demonstrate achievement of the element. Where ***bold italicised*** text is used, further information is detailed in the required skills and knowledge and/or the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

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| 1 | Supervise preparation for concreting work. | 1.1 | Work instructions are communicated to team members and questions are invited and addressed. |
| | | 1.2 | Team members' understanding of <i>work health and safety (WHS)</i> and <i>environmental requirements</i> is confirmed. |
| | | 1.3 | Team members' selection of <i>materials, tools and equipment</i> is confirmed as consistent with job requirements. |
| | | 1.4 | Reported tool and equipment faults are processed according to WHS requirements and replacements are sourced as required. |
| | | 1.5 | Team members' manual handling and placement of materials, tools and equipment at the site are monitored and directed to ensure safety and efficiency. |
| 2 | Supervise preparation of site for concrete pour. | 2.1 | Site excavation and preparation of sub-grade are monitored and directed to ensure safety, quality and timeliness. |
| | | 2.2 | Formwork installation is monitored and directed to ensure compliance with work plans and specifications. |
| | | 2.3 | Levelling procedures are conducted or monitored and directed to ensure levels are set according to work plans and specifications. |
| | | 2.4 | Site is inspected to ensure compliance with plans and specifications and readiness for timely start of concrete |

pour.

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| 3 | Monitor and manage concrete material delivery. | 3.1 | Quantities and specifications for concrete are confirmed with supplier according to order placed. |
| | | 3.2 | Schedule of concrete delivery and delivery location and method are confirmed with supplier according to order placed. |
| | | 3.3 | Concrete delivery documentation is checked to ensure correct concrete properties, and manufacturer's specialist is consulted if required to <i>ensure accuracy of concrete supply</i> mix. |
| | | 3.4 | Concrete delivery is monitored and managed to ensure continuous and timely concrete supply for the project. |
| | | 3.5 | Progress of concrete pour is monitored to assess potential shortfall or over-supply, and additional quantities of concrete essential for project completion are calculated and ordered as required, or order is reduced. |
| 4 | Monitor and manage concreting on-site work. | 4.1 | Concrete pour, compacting and levelling procedures are monitored and directed to ensure compliance with safety and environmental requirements and work plans and specifications. |
| | | 4.2 | Finishing techniques and procedures are monitored and directed to ensure compliance with safety and environmental requirements and work plans and specifications. |
| | | 4.3 | Weather conditions and contingencies are monitored and resources directed as required to ensure safety, quality and timeliness of project completion. |
| | | 4.4 | Completed work is checked for compliance with work specifications and team members are coordinated to address areas of non-compliance as required. |

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| 5 | Supervise site clean-up. | 5.1 | Removal and storage or disposal of tools, equipment materials and waste are directed and monitored to ensure compliance with workplace, safety and environmental requirements. |
| | | 5.2 | Team members are debriefed and opportunities for learning are identified and actioned as required. |
| | | 5.3 | Project documentation is completed and processed according to workplace and project requirements. |

Required Skills and Knowledge

This section describes the skills and knowledge required for this unit.

Required skills

- learning skills to develop and build understanding of:
 - types of concrete materials and supply volumes required for different types of concreting work
 - effects of weather conditions on progress of concrete work
- numeracy skills to assess and calculate resources required for different stages of concrete work in various weather conditions
- oral communication skills to lead and motivate team members
- reading skills to interpret plans, specifications and concrete manufacturer information
- writing skills to complete equipment fault forms

Required knowledge

- concreting procedures for different types of projects and safe work methods for different conditions
- principles of task management
- regulations, standards and codes of practice relevant to concreting work
- team leadership strategies
- tools, equipment and materials required for concreting work and safe operating and maintenance procedures
- types, properties and limitations of different types of concrete

Evidence Guide

The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.

Overview of assessment This unit of competency could be assessed by performing a range of tasks in the workplace or a close simulation of the workplace environment, provided that simulated or project-based assessment techniques fully replicate construction workplace conditions, materials, activities, responsibilities and procedures.

Critical aspects for assessment and evidence required to demonstrate competency in this unit

A person should demonstrate the ability to:

- supervise team members conducting a minimum of three concreting projects in a residential, commercial or industrial setting, ensuring timely completion of each project to required quality standards and specifications
- locate, interpret and apply relevant information, standards and specifications to supervised concreting work
- communicate to team members and comply with:
 - site safety plan and WHS requirements, regulations and codes of practice applicable to workplace operations
 - organisational policies and procedures relating to supervising concreting work while maintaining quality requirements outlined in job specifications
- monitor and direct team members to:
 - safely and effectively operate and use plant, tools and equipment
 - safely handle concreting materials and components.

Context of and specific resources for assessment

Assessment of this unit:

- must be in the context of the work environment
- may be conducted in an off-site context, provided it is realistic and sufficiently rigorous to cover all aspects of workplace performance, including task skills, task management skills, contingency management skills and job role environment skills
- must meet relevant compliance requirements.

Resource implications for assessment include:

- an induction procedure
- realistic tasks or simulated tasks covering the mandatory task requirements
- specifications and work instructions relating to supervising concrete work
- tools and equipment appropriate to applying safe work

practices

- support materials appropriate to activity
- workplace instructions relating to safe work practices and addressing hazards and emergencies
- safety data sheets (SDS).

Method of assessment

Assessment for this unit must verify the practical application of the required skills and knowledge, using a combination of the following methods:

- direct observation of tasks in real or simulated work conditions
- questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application
- review of relevant authenticated documentation from third parties, such as existing supervisors, team leaders or specialist training staff.

Guidance information for assessment

This unit could be assessed on its own or in combination with other units relevant to the job function.

Reasonable adjustments for people with disabilities must be made to assessment processes where required. This could include access to modified equipment and other physical resources, and the provision of appropriate assessment support.

Assessment processes and techniques should, as far as is practical, take into account the language, literacy and numeracy capacity of the candidate in relation to the competency being assessed.

Range Statement

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. ***Bold italicised*** wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.

Work health and safety requirements must include:

- assistance of others or the use of manual or mechanical lifting devices with handling activities where size, weight or other issues, such as disability, are a factor
- emergency procedures, including extinguishing fires, organisational first aid requirements and evacuation
- hazard control
- hazardous materials and substances
- personal protective equipment (PPE) prescribed under

- legislation, regulations and workplace policies and practices
- safe operating procedures, including the conduct of operational risk assessment and treatments associated with:
 - earth leakage boxes
 - lighting
 - power cables, including overhead service trays, cables and conduits
 - signage and restricted access barriers
 - surrounding structures
 - traffic control
 - trip hazards
 - work site visitors and the public
 - working at heights
 - working in confined spaces
 - working in proximity to others
 - working outdoors in warm climates
 - use of firefighting equipment
 - use of tools and equipment
 - workplace environmental requirements and safety.

Environmental requirements may include:

- clean-up management
- dust suppression
- noise management
- stormwater management
- vibration management
- waste management.

Materials, tools and equipment must include combinations of the following relevant to the particular type of project:

- agitators
- brooms
- floats
- grinders
- hoses
- rollers
- screeds
- shovels
- PPE
- trowels, including power trowels
- water blasters
- wheelbarrows.

Ensuring the accuracy of concrete supply must include:

- composition
- slump test measurement
- temperature.

Unit Sector(s)

Concreting

Custom Content Section

Not applicable.