



**Australian Government**

# **CPPREP4303 Establish vendor and buyer relationships in livestock sale**

**Release: 1**

# CPPREP4303 Establish vendor and buyer relationships in livestock sale

## Modification History

Release 1 This version first released with CPP Property Services Training Package Release 8.0.

Supersedes but is not equivalent to CPPDSM4024A Advise clients on livestock sale and purchase options.

Updated to the Standards for Training Packages.

## Application

This unit specifies the skills and knowledge required to establish vendor and buyer relationships to support livestock sales.

It includes planning activities to achieve livestock listings, establishing vendor and buyer needs and expectations, completing an agreement with the vendor for sale of livestock, establishing a plan for ongoing communication with vendors and buyers and maintaining records associated with the vendor and buyer relationships.

This unit applies to people currently working in or seeking to work in the stock and station sector of real estate.

State or territory licensing requirements may apply to this unit.

## Pre-requisite Unit

Nil

## Unit Sector

Real estate

## Elements and Performance Criteria

Elements describe the essential outcomes.

Performance criteria describe the performance needed to demonstrate achievement of the element.

- |   |                           |     |   |
|---|---------------------------|-----|---|
| 1 | Plan prospecting methods. | 1.1 | Analyse prospecting methods.  |
|   |                           | 1.2 | Identify methods appropriate to target market, and personal and agency brand. |

- |   |                                    |     |  |
|---|------------------------------------|-----|--|
|   |                                    | 1.3 | Apply prospecting methods to create opportunities and interest in establishing vendor and buyer relationships.   |
| 2 | Develop vendor relationship.       | 2.1 | Record vendor profile, preferences and expectations in relation to purchase of livestock.                        |
|   |                                    | 2.2 | Prepare agreement between agent and vendor for sale of livestock.  |
|   |                                    | 2.3 | Prepare livestock sale documentation according to legislative requirements.                                      |
|   |                                    | 2.4 | Develop vendor communication plan.   |
| 3 | Develop buyer relationship.        | 3.1 | Confirm and document buyer preferences for purchase of livestock.  |
|   |                                    | 3.2 | Promote personal and agency brand in communication with buyer.   |
|   |                                    | 3.3 | Engage buyer in agency communication and advertising for livestock, matching buyer preferences and expectations. |
|   |                                    | 3.4 | Develop buyer communication plan.  |
| 4 | Maintain vendor and buyer records. | 4.1 | Document interactions with vendors and buyers.   |
|   |                                    | 4.2 | Maintain records of agency–vendor and agency–buyer relationships.  |

## Foundation Skills

This section describes the language, literacy, numeracy and employment skills essential to performance in this unit but not explicit in the performance criteria

- technology skills to access information via the internet, databases, business records management systems.

## Unit Mapping Information

No equivalent unit.

Supersedes but is not equivalent to CPPDSM4024A Advise clients on livestock sale and purchase options.

## Links

Companion volumes to this training package are available at the VETNet website - <https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=6f3f9672-30e8-4835-b348-205dfcf13d9b>