PUA40607 Certificate IV in Public Safety (Range Control)

Release: 1

PUA40607 Certificate IV in Public Safety (Range Control)

Modification History

Not applicable.

Description

Not applicable.

Pathways Information

Not applicable.

Licensing/Regulatory Information

Not applicable.

Entry Requirements

Not applicable.

Employability Skills Summary

Employability Skills Summary for PUA40607 Certificate IV in Public Safety (Range Control)
Employability Skills are part of a unit of competency.
Employability Skills statements from a selection of units of competency from the PUA40607 Certificate IV in Public Safety (Range Control) have been reproduced in the table below. This table provides an example of Employability Skills for the qualification because Employability Skills within a qualification will vary depending on the qualification packaging options.

Public Safety qualifications have core units (which must be achieved) and elective units (where there is a choice of units which must be achieved) so different Employability Skills Summaries are possible within the one qualification, depending on the package of core units and chosen elective units. **Employability Skill**	**Employability Skills Statement**
Communication	• apply interpersonal skills • communicate and interact with other organisations • communicate range of possible organisational responses to the client in a timely manner • communicate treatment plans • complete necessary documentation • discuss needs and expectations with clients • exercise courtesy, consideration and sensitivity at all times with the client • gather information from other organisations • inform client of options for further action • interact with internal and external clients • locate, interpret and provide relevant information to requests • obtain, complete and process all necessary documentation

	• read selectively and summarise information
	• refer clients to other personnel where necessary
	• speak in public
	• undertake consultation with affected and interested parties
	• use effective (spoken) communication
Teamwork	• ensure participation in regular meetings and forums supports mutual cooperation
	• provide and receive feedback in a constructive manner
	• recognise individual differences in the workplace, to value these differences and to adjust their behaviour to account for these differences
	• seek assistance to manage clients' expectations when necessary
	• use a variety of verbal and non-verbal communication techniques
	• use team work principles and strategies
Problem solving	• analyse and probe
	• analyse, interpret and clearly define the issue/s
	• apply known solutions to a variety of predictable problems
	• negotiate stakeholders' requirements, document and incorporate within the proposed advice
	• obtain information required and analyse in accordance with professional standards
	• represent mathematical ideas in appropriate format
	• research the issue/s and seek the advice of relevant personnel to clarify findings that are unclear
Initiative and enterprise	• apply known solutions to a variety of predictable problems
	• make notes of observations
	• voice personal view to the review process
Planning and organising	• calculate level of risk compared to the established risk evaluation criteria and determine to be acceptable or unacceptable
	• evaluate treatment options under consideration for effectiveness
	• identify all possible sources of risk which may impact on the situation or objectives and record in accordance with workplace procedures and guidelines
	• identify and select treatment options
	• identify, plan and implement treatment options in order to reduce risk
	• identify relevant policy, legislation and regulations to meet organisation information requirements
	• observe, receive and clarify circumstances that require the provision of advice

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Self-management	• apply duty of care • apply personal behaviour that shows sensitivity to the differences between colleagues • comply with professional codes of practice (as applicable) and ethical standards • evaluate critically, an operational situation by listening, observing and clarifying information with supervisor • follow instructions/directives and report information
Learning	• learn about federal and state/territory legislation, regulations within legislation, government policy, organisation policy • learn about Range Standing Orders and Range • learn about risk management terminology and language in accordance with relevant standards (such as risk, hazard, risk assessment, risk management and risk treatment, residual risk, treatment plans, risk evaluation criteria) • use procedures
Technology	• use appropriate information technology and software • use specialised information sources

Packaging Rules

Qualification Requirement: **12 units**
All 7 core units plus 5 elective units
The 5 elective units may be taken from the elective units listed below, or may include 2 units taken from within this Training Package or any other endorsed Training Package at the same qualification level or a higher level.

Code	Core Units
PUACOM002B	Provide services to clients
PUACOM007B	Liaise with other organisations
PUADEFRM101B	Provide technical advice on ranges and training areas
PUADEFRM102B	Interpret policy, legislation and regulations
PUADEFRM202B	Approve training area and range activities
PUADEFRM204B	Monitor and control training area and range activities
PUADEFRM207B	Conduct training area inspections

Code	Elective Units
BSBSUS301A	Implement and monitor environmentally sustainable work practices
PUADEFEQ002B	Supervise equity and diversity in the workplace
PUADEFRI001B	Treat risk within Defence at an operational level
PUADEFRI002B	Conduct risk assessment in a Defence environment
PUADEFRM201B	Develop and maintain range standing orders
PUADEFRM209B	Supervise contractors
PSPPROC406A	Procure goods and services

NOTES

BSB unit has been imported from the BSB07 Business Services Training Package.

PSP unit has been imported from the PSP04 Public Sector Training Package.

Information about customising PUA00 Public Safety Training Package qualifications

Code	**Core Units**

is on page <u>12</u>.