



**Australian Government**

# **AURVTA001 Prepare vehicles for customer use**

**Release: 1**

## AURVTA001 Prepare vehicles for customer use

### Modification History

Release	Comment
Release 1	New unit of competency.

### Application

This unit describes the performance outcomes required to clean and detail vehicles and components before customer delivery. It involves preparing for the task, selecting and using cleaning products, materials, and cleaning tools and equipment, and completing workplace processes and documentation.

It applies to those working in the automotive detailing industry.

No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication.

### Competency Field

Vehicle Body

### Unit Sector

Technical

### Elements and Performance Criteria

Elements	Performance Criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold and italicised text is used, further information is detailed in the range of conditions section.
1. Prepare to clean and detail vehicle	1.1 Job requirements are determined from workplace instructions 1.2 <b><i>Cleaning methods</i></b> and detailing materials are selected and checked for quality 1.3 Safety data sheets (SDS) are located and interpreted 1.4 Quantities of <b><i>cleaning materials</i></b> are calculated and prepared from workplace instructions

<b>Elements</b>	<b>Performance Criteria</b>
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold and italicised text is used, further information is detailed in the range of conditions section.
	<p>1.5 Hazards associated with the work are identified and risks are managed</p> <p>1.6 Cleaning tools and equipment, including personal protective equipment (PPE), are identified and inspected for serviceability</p> <p>1.7 Work area is prepared and work is planned to minimise waste and manage time efficiently</p>
2. Clean and detail vehicle for delivery	<p>2.1 Vehicle and components are selected and checked</p> <p>2.2 Vehicle and components are cleaned and detailed according to workplace procedures and <b><i>safety and environmental requirements</i></b>, and without causing damage to vehicle or components</p>
3. Complete work processes	<p>3.1 Final inspection is made to ensure work meets workplace expectations and vehicle is presented ready for use</p> <p>3.2 Work area is cleaned, waste and non-recyclable materials are disposed of, and recyclable material is collected and stored</p> <p>3.3 Tools and equipment are checked, reported if faulty, and stored according to workplace procedures</p> <p>3.4 Workplace documentation is processed according to workplace procedures</p>

## Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance and are not explicit in the performance criteria.

<b>Skills</b>	<b>Description</b>
Learning skills to:	<ul style="list-style-type: none"> <li>locate appropriate sources of information efficiently.</li> </ul>
Writing skills to:	<ul style="list-style-type: none"> <li>legibly and accurately fill out workplace documentation.</li> </ul>
Oral communication skills to:	<ul style="list-style-type: none"> <li>clarify instructions and procedures</li> </ul>
Numeracy skills to:	<ul style="list-style-type: none"> <li>use basic mathematical operations, including addition, subtraction, multiplication and division, to calculate required cleaning materials and mixing ratios.</li> </ul>
Planning and organising	<ul style="list-style-type: none"> <li>plan own work requirements and prioritise actions to achieve required outcomes and ensure tasks are completed within</li> </ul>

Skills	Description
skills to:	workplace timeframes.

## Range of Conditions

This section specifies work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included. Bold italicised wording, if used in the performance criteria, is detailed below.

<b><i>Cleaning methods</i></b> must include:	<ul style="list-style-type: none"> <li>hand cleaning</li> <li>machine assisted cleaning.</li> </ul>
<b><i>Cleaning materials</i></b> must include:	<ul style="list-style-type: none"> <li>paint polishes and protection agents</li> <li>glass cleaning products</li> <li>upholstery and leather cleaning products</li> <li>carpet cleaning products.</li> </ul>
<b><i>Safety and environmental requirements</i></b> must include:	<ul style="list-style-type: none"> <li>work health and safety (WHS) and occupational health and safety (OHS) requirements, including procedures for: <ul style="list-style-type: none"> <li>selecting and using PPE</li> <li>using SDS for cleaning products</li> <li>using tools and equipment</li> <li>handling and storing cleaning products</li> </ul> </li> <li>environmental requirements, including procedures for trapping, storing and disposing of waste materials and cleaning chemicals.</li> </ul>

## Unit Mapping Information

Equivalent to AURVTA2001 Prepare vehicle, components and equipment for customer use

## Links

Companion Volume implementation guides are found in VETNet - <https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=b4278d82-d487-4070-a8c4-78045ec695b1>