



Australian Government

AURVTK001 Use and maintain vehicle body repair hand tools

Release: 1

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Modification History

Release	Comment
Release 1	New unit of competency.

Application

This unit describes the performance outcomes required to select, use and maintain body repair hand tools in an automotive body repair workplace. It involves preparing for the task, identifying and using tools according to their operating procedures and maintenance requirements, and completing workplace processes and documentation.

It applies to those working in the automotive body service and repair industry.

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

Competency Field

Vehicle Body

Unit Sector

Technical - Tools and Equipment

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. Select and use body repair hand tools	1.1 Job requirements are determined from workplace instructions 1.2 Tools are selected to meet job requirements 1.3 Tools are checked for serviceability according to workplace procedures and manufacturer requirements 1.4 Personal protective equipment (PPE) suitable for tools to be used is selected and checked for serviceability

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.
	1.5 Tools, including PPE, are used according to manufacturer procedures and <i>safety requirements</i>
2. Service, maintain and store body repair hand tools	2.1 Tools are serviced, adjusted and maintained according to workplace and manufacturer schedules and procedures to ensure safe and accurate operation, within scope of own responsibility 2.2 Damaged or worn tools are tagged and removed from workplace and reported according to workplace procedures 2.3 Remaining tools and equipment are cleaned, checked and stored according to workplace procedures

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.

Skills	Description
Learning skills to:	locate appropriate sources of information efficiently.
Reading skills to:	interpret work health and safety (WHS) and occupational health and safety (OHS) procedures in workplace and manufacturer literature.
Writing skills to:	- legibly and accurately tag faulty tools and equipment - complete tool and equipment service and maintenance schedules.
Numeracy skills to:	- identify different size metric and imperial tools - understand the progression of fractions in imperial tools - adjust settings on tools.
Planning and organising skills to:	plan own work requirements and prioritise actions to achieve required outcomes and ensure tasks are completed within 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.

<i>Safety requirements</i> must include:	• work health and safety (WHS) and occupational health and safety (OHS) requirements, including procedures for: • selecting and using PPE • using vehicle body repair hand tools.
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Unit Mapping Information

Equivalent to AURVTK2001 Use and maintain vehicle body repair hand tools

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=b4278d82-d487-4070-a8c4-78045ec695b1>