



Australian Government

Department of Education, Employment and Workplace Relations

AURS342369A Wholesale used motor vehicle stock

Release: 1

AURS342369A Wholesale used motor vehicle stock

Modification History

Not Applicable

Unit Descriptor

Unit descriptor	This unit of competency covers the competence required to research organisation records and persons to assist with decision-making process to wholesale used vehicle stock and determine surpluses.
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Application of the Unit

Application of the unit	This unit of competency applies to the following and should be contextualised to the qualification it is being applied: <ul style="list-style-type: none"> • retail, service and repair - administration/sales.
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Licensing/Regulatory Information

Not Applicable

Pre-Requisites

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.
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Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.
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Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Canvass dealership persons to assist with deciding which vehicles to wholesale	1.1. Procedures for collecting data are established 1.2. Information is collected and documented 1.3. Collected information is compared from different sources
2. Check stock records to determine stock surpluses and/or wholesaling requirements	2.1. Procedures for collecting data are established 2.2. Information is collected and documented 2.3. Collected information is compared from different sources 2.4. Surpluses are determined in preparation of wholesaling used vehicle stock
3. Wholesale used vehicle stock	3.1. Potential buyers of surplus used vehicle stock requirements are located 3.2. A satisfactory selling/purchase price is negotiated 3.3. Surplus used vehicle stock is wholesaled, ensuring compliance with legislative and/or statutory requirements 3.4. Organisation records are updated to reflect wholesale used vehicle stock holding

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

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

Required skills

- collect, organise and understand information related to collation of information on stock surpluses
- communicate ideas and information to negotiate sale of surplus stock
- plan and organise activities for sale of surplus stock
- work with others and in a team by involving team members in identifying surplus stock
- use mathematical ideas and techniques to update records of enterprise vehicle stock
- establish diagnostic processes recommending which vehicles are wholesaled
- use workplace technology related to use of business technology to wholesale surplus stock

REQUIRED SKILLS AND KNOWLEDGE

Required knowledge

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| <ul style="list-style-type: none"> • communication/negotiation process and pitfalls in face-to-face communication • workplace records and how to maintain them • oral communication and English language • written communication • researching and comparison/analytical skills |
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Evidence Guide

EVIDENCE GUIDE

<p>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.</p>

Overview of assessment	
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Critical aspects for assessment and evidence required to demonstrate competency in this unit	<p>It is essential that competence in this unit signifies ability to transfer competence to changing circumstances and to respond to unusual circumstances in the critical aspects of:</p> <ul style="list-style-type: none"> • maintenance of workplace records • communicating effectively with others involved in or affected by the work.
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Context of, and specific resources for assessment	<ul style="list-style-type: none"> • Underpinning knowledge and skills may be assessed on or off-the-job • The following are required: <ul style="list-style-type: none"> • enterprise vehicle stock records • enterprise policies and procedures • persons including wholesale buyer • a qualified workplace assessor.
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Method of assessment	<ul style="list-style-type: none"> • Assessment of practical skills must take place only after a period of supervised practice and repetitive experience. If workplace conditions are not available assessment, in simulated workplace conditions is acceptable • Prescribed outcome must be able to be achieved without direct supervision • Practical assessments: <ul style="list-style-type: none"> • maintain workplace records
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EVIDENCE GUIDE	
	<ul style="list-style-type: none"> convey information both orally and in writing, in English prepare reports on used vehicle stock to be wholesaled access, interpret and apply information to assist with determining stock to be wholesaled research records and persons to assist with decision-making process wholesale used motor vehicle stock <p>Competence in this unit may be assessed in conjunction with other functional units which together form part of the holistic work role.</p>
Guidance information for assessment	

Range Statement

RANGE STATEMENT	
<p>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.</p>	
Methods	<p>Methods include:</p> <ul style="list-style-type: none"> oral communication, written communication checking records and comparing determining requirements <p>Specific requirements:</p> <ul style="list-style-type: none"> manual and/or computer records
Occupational health and safety (OHS) requirements	<p>OHS requirements may include:</p> <ul style="list-style-type: none"> state/territory/industry OHS requirements Work is carried out in accordance with award provisions
Equipment	<p>Equipment may include:</p> <ul style="list-style-type: none"> computer hardware/software, calculators and

RANGE STATEMENT	
	office equipment
Enterprise specific records	Enterprise specific records may include: <ul style="list-style-type: none"> • newspapers, magazines, stock records, statutory requirements and industry pricing guides
Information/documents	Sources of information/documents may include: <ul style="list-style-type: none"> • manufacturer/component supplier specifications • enterprise operating procedures • product manufacturer/component supplier specifications • customer requirements • industry/workplace codes of practice

Unit Sector(s)

Unit sector	Sales
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Co-requisite units

Co-requisite units	

Competency field

Competency field	
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