



Australian Government

Department of Education, Employment and Workplace Relations

CPC31911 Certificate III in Joinery

Release: 1

CPC31911 Certificate III in Joinery

Modification History

Not Applicable

Description

This qualification provides a trade outcome in joinery covering work for residential and commercial applications.

Occupational titles may include:

- Joiner.

The qualification has core unit of competency requirements that cover common skills for the construction industry, as well as a specialist field of work.

The construction industry strongly affirms that training and assessment leading to recognition of skills must be undertaken in a real or very closely simulated workplace environment and this qualification requires all units of competency to be delivered in this context.

Completion of the general induction training program specified by the National Code of Practice for Induction Training for Construction Work (ASCC 2007) is required before entering a construction work site. Achievement of unit CPCCOHS1001A covers this requirement.

Pathways Information

Not Applicable

Licensing/Regulatory Information

Not Applicable

Entry Requirements

Not Applicable

Employability Skills Summary

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY

| Employability skill | Industry/enterprise requirements for this qualification include: |
|---------------------|--|
| Communication | <ul style="list-style-type: none">• Communicates with clients, colleagues and others using effective and appropriate communication techniques, including:<ul style="list-style-type: none">• Clear and direct communication• Active listening• Verbal and non-verbal language• Questioning to identify and confirm requirements• Language and concepts appropriate to cultural differences• Follows instructions from supervisor and other relevant persons• Understands, interprets and applies information as required from:<ul style="list-style-type: none">• Regulatory, legislative, licensing and organisational requirements• Environmental and OHS requirements, including material safety data sheets (MSDS)• Codes and standards• Plans and drawings• Specifications• Safety signs and symbols• Organisational policies and procedures• Understands relevant definitions, terminology, symbols, abbreviations and language• Records relevant information using standard workplace documentation• Applies measurements and calculations using appropriate equipment, formulas and records as required• Reports and records hazards and risks• |
| Teamwork | <ul style="list-style-type: none">• Works as part of a team• Provides assistance and encouragement to other team members• Initiates and encourages improvements in team performance• Identifies and utilises the strengths of other team members |

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY

| | |
|---------------------------|---|
| | <ul style="list-style-type: none">• Relates to people from diverse social, cultural and ethnic backgrounds and with varying physical and mental abilities• Coordinates and actions tasks• Participates in on-site meetings |
| Problem solving | <ul style="list-style-type: none">• Examines tools and equipment prior to use for damage, missing components or other defects• Identifies typical faults and problems and takes necessary remedial action• Rectifies simple faults with tools and equipment• Performs routine maintenance as required• Checks materials and products for conformity to specifications• Carries out data input adjustments |
| Initiative and enterprise | <ul style="list-style-type: none">• Identifies opportunities to improve resource efficiency and makes suggestions as appropriate• Responds to change and workplace challenges• Puts ideas into action• Maximises use of resources by recycling, re-using or using appropriate disposal methods |
| Planning and organising | <ul style="list-style-type: none">• Identifies hazards and implements appropriate hazard control measures• Selects and uses appropriate materials, tools and equipment• Determines material quantity requirements• Prioritises and sequences tasks• Applies time management skills to ensure work is completed to time requirements |
| Self management | <ul style="list-style-type: none">• Evaluates own actions and makes judgements about performance and necessary improvements• Contributes to workplace responsibilities, such as current work site environmental/sustainability frameworks or management systems• Manages own performance to meet workplace standards• Seeks support to improve work performance• Cleans up work area, including tools and equipment |
| Learning | <ul style="list-style-type: none">• Identifies own learning needs and seeks skill development as required• Is open to learning new ideas and techniques |
| Technology | <ul style="list-style-type: none">• Uses calculators• Uses and operates a range of tools and equipment |

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY

correctly and safely including computer-controlled equipment

Packaging Rules**Packaging rules**

To achieve this qualification, the candidate must demonstrate competency in:

- 30 units of competency:
- 16 core units
- 14 elective units.

A maximum of two of the required fourteen elective units may be substituted by selecting relevant units of competency from any Certificate III or IV construction qualification or qualification in another endorsed Training Package.

Core units

| | |
|--------------|--|
| CPCCCA2002A | Use carpentry tools and equipment |
| CPCCCA2011A | Handle carpentry materials |
| CPCCCA3023A | Carry out levelling operations |
| CPCCCM1012A | Work effectively and sustainably in the construction industry |
| CPCCCM1013A | Plan and organise work |
| CPCCCM1014A | Conduct workplace communication |
| CPCCCM1015A | Carry out measurements and calculations |
| CPCCCM2001A | Read and interpret plans and specifications |
| CPCCCM2007A | Use explosive power tools |
| CPCCCM2010A | Work safely at heights |
| CPCCOHS2001A | Apply OHS requirements, policies and procedures in the construction industry |

Joinery - machining and component manufacture and assembly field of work

| | |
|-------------|-----------------------------------|
| CPCCJN3001A | Use static machines |
| CPCCJN3002A | Use computer-controlled machinery |

| | |
|-------------|---|
| CPCCJN3003A | Manufacture components for door and window frames and doors |
| CPCCJN3004A | Manufacture joinery components |
| CPCCSH3001A | Set out and assemble cabinets, showcases, wall units, counters and workstations |

Elective units*Joinery - stairs field of work*

| | |
|-------------|---|
| CPCCJS3002A | Manufacture stair components for straight flighted stairs |
| CPCCJS3003A | Assemble and install stairs |
| CPCCJS3004A | Manufacture and install continuous handrailing and special stair components |
| CPCCJS3006A | Construct fabricated stairs |
| CPCCJS3011A | Design and set out stairs |

Stair installation field of work

| | |
|-------------|--|
| CPCCCA3010A | Install and replace windows and doors |
| CPCCCA3012A | Frame and fit wet area fixtures |
| CPCCCA3013A | Install lining, panelling and moulding |
| CPCCCA3016A | Construct timber external stairs |

General electives

| | |
|-------------|---|
| CPCCCA3001A | Carry out general demolition of minor building structures |
| CPCCCA3011A | Refurbish timber sashes to window frames |
| CPCCCA3014A | Construct bulkheads |
| CPCCCA3015A | Assemble partitions |
| CPCCJN2001A | Assemble components |
| CPCCJN2002A | Prepare for off-site manufacturing process |
| CPCCJN2003A | Package manufactured products for transport |
| CPCCJN3005A | Cut and install glass |
| CPCCPD3021A | Prepare surfaces for painting |

| | |
|-------------|--|
| CPCCSF2003A | Cut and bend materials using oxy-LPG equipment |
| CPCCSF2004A | Place and fix reinforcement materials |
| CPCCSH2003A | Apply and install sealant and sealant devices |
| CPCCSH3004A | Apply finishes |
| CPCCSH3005A | Apply and trim decorative finishes |
| CPCCST2005A | Carry out load slinging of off-site materials |
| BSBSMB301A | Investigate micro business opportunities |
| BSBSMB406A | Manage small business finances |