



Australian Government

Department of Education, Employment and Workplace Relations

CPC40708 Certificate IV in Building and Construction (Trade Contracting)

Release: 1

CPC40708 Certificate IV in Building and Construction (Trade Contracting)

Modification History

Not Applicable

Description

This qualification is designed to meet the needs of trade contractors who manage trade contracting businesses.

Occupational titles may include:

- Trade contractor.

The qualification has core unit of competency requirements that cover common skills for the construction industry.

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.

Additional units of competency may be required to meet builder registration requirements in various States and Territories.

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">• Interprets a range of complex and technical documents, including relevant regulatory, legislative and licensing requirements, codes and standards, plans, drawings and specifications, schedules, site files, contracts, orders and organisational policies and procedures• Analyses and evaluates reports and reference materials• Provides clear and accurate information to customers about the construction process and requirements and contracts• Communicates effectively with a range of relevant parties through a range of media• Articulates complex ideas clearly• Understands relevant definitions, terminology, symbols and language• Negotiates contracts as well as conflict and dispute resolution• Prepares documents, including construction contracts, plans, sketches and drawings and specifications, reports, tenders, schedules, building applications and submissions and file notes• Reports and records project costs• Maintains and checks logs, records and documents• Analyses a range of data, including company and stakeholder resource consumption and waste product volumes
Teamwork	<ul style="list-style-type: none">• Coordinates a range of team members and activities• Seeks expert advice where appropriate• Works collaboratively with relevant stakeholders• Understands various stakeholders' roles• Relates positively to fellow workers and the management team• Relates to people from diverse social, cultural and ethnic backgrounds and with varying physical and mental abilities
Problem solving	<ul style="list-style-type: none">• Performs various calculations relating to rise and fall amounts, estimating resource acquisition and costs, comparisons of alternative water management

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY

systems; waste management minimisation strategies; and thermal efficiency

- Takes action to minimise contract penalties
- Identifies and rectifies faults
- Responds effectively to hazards, risks and emergencies
- Analyses problems and applies remedial solutions
- Resolves business disputes
- Deals with contract variations
- Takes action to minimise contract penalties
- Analyses rejected building applications and determines the likely success of an appeal or a resubmission
- Devises approaches, implements and reflects on environmental and water, energy and resource efficiency management policies and procedures relevant to work site to improve environmental sustainability and shares alternative approaches as required

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY

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|---------------------------|--|
| Initiative and enterprise | <ul style="list-style-type: none">• Acts with initiative and foresight to ensure legal requirements are applied accurately• Develops compliant, alternative solutions to construction problems• Evaluates properties of construction materials and selects appropriate materials based on evaluation• Identifies opportunities for improved water management• Evaluates effective strategies for insulating structures• Develops waste management strategies and dispute resolution procedures• Identifies environmental and resource efficiency improvements, applies knowledge about resource use to organisational activities and customer service and develops resource efficiency tools |
| Planning and organising | <ul style="list-style-type: none">• Plans and coordinates various work operations• Prepares project schedule• Participates in effective implementation of organisation's operational plans• Plans and organises on-site activities and implements procedures associated with building and construction work• Identifies and organises resource requirements and obtains supply information• Supervises various administrative and work processes, including payments• Collects, analyses and organises workplace information and data• Plans and organises inspections• Organises testing of construction materials to ensure suitability |
| Self management | <ul style="list-style-type: none">• Manages own performance to ensure required levels of service standards, work quality and professional competence• Manages work priorities and professional development• Uses feedback to improve own performance• Organises and completes daily work activities |
| Learning | <ul style="list-style-type: none">• Is open to new ideas and techniques• Seeks feedback on personal performance• Uses information effectively to improve work |

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY

- performance
- Learns from colleagues as part of effective teamwork

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY

- Technology
- Operates office equipment and computers
 - Uses digital cameras
 - Uses technology to improve efficiency and effectiveness of managing work

Packaging Rules

Packaging rules

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

- 15 units of competency:
- 10 core units
- 5 elective units.

The elective units are to be chosen as follows:

- up to 5 units from general elective units
- up to 3 units from qualifications in CPC08 or another current Training Package or state accredited course, provided the integrity of the AQF alignment is ensured, they contribute to a valid, industry-supported vocational outcome, and that no more than:
- 2 units are from a Certificate IV qualification
- 1 unit is from a Certificate III or Diploma qualification.

Core units

CPCCCBC4002A	Manage occupational health and safety in the building and construction workplace
CPCCCBC4004A	Identify and produce estimated costs for building and construction projects
CPCCCBC4005A	Produce labour and material schedules for ordering
CPCCCBC4008B	Conduct on-site supervision of building and construction projects
CPCCCBC4012A	Read and interpret plans and specifications
CPCCCBC4024A	Resolve business disputes
CPCCCBC4034A	Apply codes and standards to building trade and services contracting
BSBCUS301A	Deliver and monitor a service to customers
BSBSMB406A	Manage small business finances

BSBWOR401A	Establish effective workplace relationships
Elective units	
CPCCCBC4003A	Select and prepare a construction contract
CPCCCBC4007A	Plan building or construction work
CPCCCBC4010B	Apply structural principles to residential low rise constructions
CPCCCBC4011B	Apply structural principles to commercial low rise constructions
CPCCCBC4013A	Prepare and evaluate tender documentation
CPCCCBC4017A	Arrange resources and prepare for the building or construction project
CPCCCBC4019A	Apply sustainable building design principles to water management systems
CPCCCBC4020A	Build thermally efficient and sustainable structures
CPCCCBC4021A	Minimise waste on the building and construction site
CPCCCBC4023A	Plan and undertake site inspection and assessment of asbestos products and materials
CPCCCBC4025A	Manage personal work priorities and professional development
CPCCCBC4031A	Process client requirements
CPCCCBC4032A	Apply contract law to sales processes
CPCSUS4001A	Implement and monitor environmentally sustainable work practices
BSBWOR402A	Promote team effectiveness
BSBITU201A	Produce simple word processed documents
BSBITU202A	Create and use spreadsheets
BSBITU301A	Create and use databases
BSBMGT403A	Implement continuous improvement
BSBPMG404A	Apply quality management techniques

BSBPMG407A	Apply risk management techniques
BSBPMG510A	Manage projects
BSBSMB401A	Establish legal and risk management requirements of small business
BSBSMB402A	Plan small business finances
BSBSMB404A	Undertake small business planning
BSBSMB405A	Monitor and manage small business operations
BSBWRT401A	Write complex documents
CPCSUS4001A	Implement and monitor environmentally sustainable work practices
HLTHIR403B	Work effectively with culturally diverse clients and co-workers
TAEDEL402A	Plan, organise and facilitate learning in the workplace