



Australian Government

Department of Education, Employment and Workplace Relations

CPCCFW2002A Use wall and floor tiling tools and equipment

Release: 1

CPCCFWF2002A Use wall and floor tiling tools and equipment

Modification History

Not Applicable

Unit Descriptor

Unit descriptor

This unit of competency specifies the outcomes required to safely and effectively use tools and equipment specific to ceramic wall and floor tiling work.

It includes identification, selection and use of tools for specific applications.

Application of the Unit

Application of the unit

This unit of competency supports the attainment of skills and knowledge to use wall and floor tiling tools and equipment while working with others as a member of a team.

Licensing/Regulatory Information

Not Applicable

Pre-Requisites

Prerequisite units

CPCCOHS2001A

Apply OHS requirements, policies and procedures in the construction industry

Employability Skills Information

Employability skills This unit contains employability skills.

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.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Plan and prepare.	<p>1.1. Work instructions and operational details are obtained using relevant <i>information</i>, confirmed and applied for <i>planning and preparation</i> purposes.</p> <p>1.2. <i>Safety (OHS)</i> requirements are followed in accordance with safety plans and policies.</p> <p>1.3. Signage and barricade requirements are identified and implemented.</p> <p>1.4. <i>Environmental requirements</i> are identified for the project in accordance with environmental plans and regulatory obligations and applied.</p>
2. Identify hand and power tools.	<p>2.1. <i>Hand and power tools</i>, their functions, operations and limitations are identified.</p> <p>2.2. OHS requirements for using hand tools are recognised and adhered to.</p> <p>2.3. OHS requirements for using power tools are recognised and adhered to.</p>
3. Select tools for project.	<p>3.1. <i>Tools and equipment</i> are selected consistent with job and <i>quality requirements</i>.</p> <p>3.2. Tools, including leads and hoses, are checked for current tags, serviceability and safety and any faults reported in accordance with workplace procedures.</p> <p>3.3. Power tools guards, couplings, gauges and controls are checked and maintained in accordance with manufacturer recommendations and workplace procedures.</p> <p>3.4. Equipment to hold or support material during operation is selected.</p> <p>3.5. Pre-operational checks, including lubricants, hydraulic fluid and water, are completed in accordance with manufacturer recommendations.</p>
4. Use tools.	<p>4.1. Power and compressed air supply is connected to work area.</p> <p>4.2. Start-up and shut-down procedures are performed in accordance with workplace procedures.</p> <p>4.3. Tools are safely and effectively used according to manufacturer recommendations and regulatory and workplace requirements.</p> <p>4.4. Tools are safely located and switched when not in immediate use.</p>
5. Select plant and	<p>5.1. Functions and limitations of plant and equipment</p>

ELEMENT	PERFORMANCE CRITERIA
equipment.	<p>used in wall and floor tiling are identified.</p> <p>5.2. Method of operation of plant and equipment is identified.</p> <p>5.3. Plant and equipment are checked for safety, and faults reported to supervisor in accordance with workplace procedures.</p> <p>5.4. Plant and equipment requirements for guarding, cut off switches, couplings, gauges and controls are checked in accordance with workplace procedures.</p> <p>5.5. Plant and equipment are selected consistent with hazard minimisation and needs of job.</p> <p>5.6. Requirements for operating and using plant and equipment are recognised and adhered to in accordance with workplace procedures.</p>
6. Use plant and equipment.	<p>6.1. Plant and equipment are safely and effectively used.</p> <p>6.2. Plant and equipment are safely located and switched off when not in immediate use.</p> <p>6.3. Tools and equipment are inspected, maintained, tagged and faults reported in accordance with workplace procedures.</p>
7. Clean up.	<p>7.1. Work area is cleared and materials disposed of, reused or recycled in accordance with legislation, regulations, codes of practice and job specification.</p> <p>7.2. Tools and equipment are cleaned, checked, maintained and stored in accordance with manufacturer recommendations and standard work practices.</p>

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

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

Required skills

Required skills for this unit are:

- communication skills to:
 - follow instructions
 - read and interpret:

REQUIRED SKILLS AND KNOWLEDGE

- documentation from a variety of sources
- drawings and specifications
- recognise procedures
- report faults
- enable clear and direct communication, using questioning to identify and confirm requirements, share information, listen and understand
- use language and concepts appropriate to cultural differences
- use and interpret non-verbal communication, such as hand signals
- written skills to record results of checks and tests and relevant work completion procedures
- evaluate own actions and make judgments about performance and necessary improvements
- identifying and accurately reporting to appropriate personnel any faults in tools, equipment or materials
- organisational skills, including the ability to plan and set out work
- respond to change and contribute to workplace responsibilities, such as current work site environmental and sustainability frameworks and management systems
- teamwork skills to work with others to action tasks and relate to people from a range of cultural and ethnic backgrounds and with varying physical and mental abilities
- technological skills to:
 - use a range of mobile technology, such as two-way radio and mobile phones
 - voice and hand signals to access and understand site-specific instructions.

Required knowledge

Required knowledge for this unit is:

- characteristics and applications of wall and floor tiling tools and equipment
- general construction terminology
- job safety analysis (JSA) and safe work method statements
- material safety data sheets (MSDS)
- materials storage and environmentally friendly waste management
- measuring and marking
- plans, drawings and specifications
- plant, tools and equipment types, characteristics, uses and limitations
- processes for the calculation of material requirements
- quality requirements
- techniques and procedures for using wall and floor tiling tools and equipment
- workplace and equipment safety requirements.

Evidence Guide

EVIDENCE GUIDE

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.

Overview of assessment

This unit of competency could be assessed in the workplace or a close simulation of the workplace environment, provided that simulated or project-based assessment techniques fully replicate construction workplace conditions, materials, activities, responsibilities and procedures.

Critical aspects for assessment and evidence required to demonstrate competency in this unit

A person who demonstrates competency in this unit must be able to provide evidence of the ability to:

- locate, interpret and apply relevant information, standards and specifications
- comply with site safety plan and OHS legislation, regulations and codes of practice applicable to workplace operations
- comply with organisational policies and procedures including quality requirements
- safely and effectively operate and use tools, plant and equipment
- communicate and work effectively and safely with others
- as a minimum, follow work instructions, operating procedures and inspection practices to use the wall and floor tiling tools and equipment listed in the range statement for their appropriate application, ensuring:
 - correct identification, selection and use of appropriate processes, tools and equipment
 - correct selection and use of appropriate processes, tools and equipment
 - completing all work to specification
 - compliance with regulations, standards and organisational quality procedures and processes.

Context of and specific resources for assessment

This competency is to be assessed using standard and authorised work practices, safety requirements and environmental constraints.

EVIDENCE GUIDE

Assessment of essential underpinning knowledge will usually be conducted in an off-site context.

Assessment is to comply with relevant regulatory or Australian standards' requirements.

Resource implications for assessment include:

- workplace location or simulated workplace
- materials relevant to using wall and floor tiling tools and equipment
- hand and power tools, plant and equipment appropriate to using wall and floor tiling tools and equipment
- realistic activities covering the mandatory task requirements
- specifications and work instructions.

Assessment of this unit of competency may be in conjunction with assessment of other units commonly performed at the same time in normal job roles.

Reasonable adjustments for people with disabilities must be made to assessment processes where required. This could include access to modified equipment and other physical resources, and the provision of appropriate assessment support.

Method of assessment

Assessment methods must:

- satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package
- include direct observation of tasks in real or simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application
- reinforce the integration of employability skills with workplace tasks and job roles
- confirm that competency is verified and able to be transferred to other circumstances and environments.

Validity and sufficiency of evidence requires that:

- competency will need to be demonstrated over a period of time reflecting the scope of the role

EVIDENCE GUIDE

and the practical requirements of the workplace

- where the assessment is part of a structured learning experience the evidence collected must relate to a number of performances assessed at different points in time and separated by further learning and practice, with a decision on competency only taken at the point when the assessor has complete confidence in the person's demonstrated ability and applied knowledge
- all assessment that is part of a structured learning experience must include a combination of direct, indirect and supplementary evidence.

Assessment processes and techniques should as far as is practical take into account the language, literacy and numeracy capacity of the candidate in relation to the competency being assessed.

Supplementary evidence of competency may be obtained from relevant authenticated documentation from third parties, such as existing supervisors, team leaders or specialist training staff.

Range Statement

RANGE STATEMENT

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.

Information includes:

- diagrams or sketches
- instructions issued by authorised organisational or external personnel
- manufacturer specifications and instructions, where specified
- MSDS

RANGE STATEMENT

Planning and preparation include:

Safety (OHS) is to be in accordance with state and territory legislation and regulations and project safety plan and may include:

- memos
- regulatory and legislative requirements pertaining to using wall and floor tiling tools and equipment
- relevant Australian standards
- safe work procedures relating to using wall and floor tiling tools and equipment
- signage
- verbal, written and graphical instructions
- work bulletins
- work schedules, plans and specifications.
- assessment of conditions and hazards
- determination of work requirements and safety plans and policies
- equipment defect identification
- work site inspection.
- emergency procedures, including extinguishing fires, organisational first aid requirements and evacuation
- hazard control
- hazardous materials and substances
- organisational first aid
- PPE prescribed under legislation, regulations and workplace policies and practices
- safe operating procedures, including the conduct of operational risk assessment and treatments associated with:
 - concealed services (water, power and gas)
 - lighting
 - traffic control
 - restricted access barriers
 - trip hazards
 - work site visitors and the public
 - working at heights
 - working in confined spaces
 - working in proximity to others
- use of firefighting equipment
- use of tools and equipment
- workplace environmental requirements and safety.

RANGE STATEMENT

Environmental requirements
include:

- clean-up management
- dust and noise
- vibration
- waste management.

Selection and operation of ***hand and power tools*** and equipment involve:

- correct application
- effective operation
- identification.

Tools and equipment:

- include:
 - buckets
 - caulking guns
 - levelling equipment:
 - straight edges
 - line levels
 - stringlines
 - spirit levels
 - water levels
 - lump hammers
 - measuring tapes and rules
 - nippers
 - pointed grouters
 - rags
 - rubber mallets
 - scrapers
 - shovels
 - spacers and wedges
 - sponges
 - squares
 - squeegees
 - straight edges
 - tile cutters and scribes
 - trowels
 - wet and dry diamond saws
 - wooden floats
- may include:
 - adhesive mixers
 - beating machines
 - concrete mixers
 - grouting machines

RANGE STATEMENT

- masonry drill bits
- screeding machines
- plant and equipment, including:
 - small petrol or diesel engines
 - small compressors
- power tools, including:
 - power drills
 - power leads
- small generators.

Quality requirements include relevant regulations, including:

- Australian standards
- internal company quality policy and standards
- manufacturer specifications
- workplace operations and procedures.

Unit Sector(s)

Unit sector Construction

Co-requisite units

Co-requisite units Nil

Functional area

Functional area