



**Australian Government**

# **CPP40212 Certificate IV in Spatial Information Services**

**Release 2**

# CPP40212 Certificate IV in Spatial Information Services

## Modification History

Version Comment

- 2 Deletion of the Surveying and Spatial units as approved by the Industry Reference Committee Release 12.0 of the CPP Property Services Training Package:
  - CPPSIS4021A - Maintain spatial systems
  - CPPSIS4028A - Organise equipment and supplies
  - CPPSIS4033A - Participate in spatial process improvement
  - CPPSIS4023A - Facilitate effective spatial client relationships.
- 1 Overall number of units required for qualification remains unchanged, but core units reduced from 9 to 7, by deleting ICAU2006B Operate computing packages from qualification and moving the following core unit to the elective pool: RIISTD201A Read and interpret maps.  
  
Changed outcome for some native CPP07 core units. Native and imported elective units updated.

## Description

Qualification requirements

This qualification applies to those who use well-developed skills and a broad knowledge base in a wide variety of spatial information services contexts. They may be responsible for wide-ranging operational surveying technical activity and a defined range of unpredictable problems.

This qualification is suitable for an Australian Apprenticeship pathway.

## Pathways Information

Not applicable.

## Licensing/Regulatory Information

Not applicable.

## Entry Requirements

Not applicable.

## Employability Skills Summary

| <b>Employability skill</b> | <b>Industry/enterprise requirements for this qualification include the following facets:</b>   |
|----------------------------|--|
| <b>Communication</b>       | <ul style="list-style-type: none"> <li>• apply communication skills to discuss vocational issues effectively with colleagues</li> <li>• impart knowledge and ideas through oral, written and visual means</li> <li>• apply communication skills that assist in facilitating client relationships, including:               <ul style="list-style-type: none"> <li>• accessing, synthesising and using information</li> <li>• assertiveness</li> <li>• communicating effectively on the telephone</li> <li>• displaying empathy, tact and diplomacy</li> <li>• negotiating</li> <li>• written skills to document follow-up action</li> </ul> </li> <li>• apply literacy skills to:               <ul style="list-style-type: none"> <li>• assess and use workplace information</li> <li>• interpret and understand legal, financial and procedural requirements</li> <li>• process workplace documentation</li> <li>• read, record data and write routine reports</li> <li>• research and access routine sources of spatial data</li> </ul> </li> <li>• document spatial data collection and set out process</li> <li>• complete required documentation according to organisational guidelines</li> </ul> |
| <b>Teamwork</b>            | <ul style="list-style-type: none"> <li>• plan and execute set tasks in a team environment</li> <li>• apply interpersonal skills e.g. cooperation and flexibility</li> <li>• relate to people from a range of social, cultural and ethnic backgrounds and with a range of physical and mental abilities</li> <li>• work with and lead others on site</li> <li>• monitor team activity according to plan</li> </ul>  |
| <b>Problem solving</b>     | <ul style="list-style-type: none"> <li>• assess client needs and provide appropriate information and follow-up on a variety of issues within the spatial information handling framework</li> <li>• develop basic policies and guidelines pertaining to spatial data systems</li> <li>• interpret surveying task requirements</li> <li>• apply spatial skills to:               <ul style="list-style-type: none"> <li>• understand the holistic implications of height, depth, breadth, dimension, direction and position to actual operational activity and virtual representation</li> <li>• perform spatial data archival and retrieval</li> </ul> </li> </ul>  |

|                                  |   |
|----------------------------------|---|
| <b>Employability skill</b>       | <b>Industry/enterprise requirements for this qualification include the following facets:</b>  |
|                                  | <ul style="list-style-type: none"> <li>• perform spatial data management and manipulation</li> <li>• perform file management</li> <li>• solve basic problems relating to height, depth, breadth, dimension, direction and position in actual operational activity and virtual representation</li> <li>• interpret technical manuals</li> <li>• interpret surveying task requirements</li> <li>• verify data reliability</li> <li>• solve problems involving acquired image data according to organisational policies and principles</li> </ul>  |
| <b>Initiative and enterprise</b> | <ul style="list-style-type: none"> <li>• apply analytical skills to determine data requirements of a survey project</li> <li>• analyse and evaluate spatial information from a variety of sources</li> <li>• identify and access spatial information for set task requirements</li> <li>• manage contingencies</li> <li>• establish business contacts and networks</li> <li>• work effectively with business contacts</li> <li>• apply negotiation skills</li> </ul>  |
| <b>Planning and organising</b>   | <ul style="list-style-type: none"> <li>• confirm reliability of spatial systems</li> <li>• amend spatial data according to changes identified, spatial systems and organisational requirements</li> <li>• source basic spatial data to prepare for data set out</li> <li>• carry out data backup and recovery</li> <li>• archive data</li> <li>• use organisational skills to prioritise activities to meet contractual requirements and to prepare and administer documentation</li> <li>• prepare and collect data using basic global navigation satellite system (GNSS) equipment</li> </ul> |
| <b>Self-management</b>           | <ul style="list-style-type: none"> <li>• adhere to correct OHS practices</li> <li>• manage time</li> </ul>  |
| <b>Learning</b>                  | <ul style="list-style-type: none"> <li>• apply knowledge of organisational policies and guidelines regarding spatial data maintenance</li> <li>• update skills and knowledge to accommodate changes in data requirements</li> <li>• apply knowledge of industry requirements and standards</li> <li>• apply knowledge of legislative, statutory and industry requirements and standards</li> </ul>  |

|                            |  |
|----------------------------|--|
| <b>Employability skill</b> | <b>Industry/enterprise requirements for this qualification include the following facets:</b>   |
| <b>Technology</b>          | <ul style="list-style-type: none"> <li>• use computers (technical user level) to complete business documentation</li> <li>• use suitable software to communicate with a GNSS receiver</li> <li>• select and use appropriate tools</li> </ul> |

Due to the high proportion of electives required by this qualification, the industry/enterprise requirements described above for each employability skill are representative of the property industry in general and may not reflect specific job roles. Learning and assessment strategies for this qualification should be based on the requirements of the units of competency for this qualification.

This table is a summary of employability skills that are typical of this qualification and should not be interpreted as definitive.

## Packaging Rules

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

- 15 units of competency:
  - 7 core units
  - 8 elective units.

The elective units must ensure the integrity of the AQF alignment and contribute to a valid, industry-supported vocational outcome and are to be chosen as follows:

- up to 8 units from the elective units listed below
- up to 2 units may be chosen from Certificate III, IV or Diploma qualifications in CPP07 or another current Training Package or accredited course.

### Core units

|             |  |
|-------------|--|
| CPPDSM3009A | Maintain workplace safety in the property industry |
| CPPSIS4022A | Store and retrieve spatial data                    |
| CPPSIS4025A | Collect basic GNSS data                            |
| CPPSIS4026A | Read and interpret image data                      |
| CPPSIS4034A | Maintain spatial data                              |
| CPPSIS5035A | Obtain and validate spatial data                   |

**Elective units**

|             |   |
|-------------|---|
| BSBINM401A  | Implement workplace information system                    |
| BSBWOR402A  | Promote team effectiveness                                |
| CPPCMN3001B | Participate in environmentally sustainable work practices |
| CPPCMN4005A | Facilitate effective teamwork                             |
| CPPCMN4006A | Facilitate effective workplace relationships              |
| CPPSIS4024A | Collect and set out spatial data                          |
| CPPSIS4027A | Organise field services                                   |
| CPPSIS4030A | Operate surveying equipment                               |
| CPPSIS4035A | Apply GIS software to problem-solving techniques          |
| CPPSIS4036A | Operate spatial software applications                     |
| CPPSIS4037A | Produce computer-aided drawings                           |
| CPPSIS4038A | Prepare and present GIS data                              |
| CUVACD301A  | Produce drawings to communicate ideas                     |
| ICADBS502A  | Design a database   |
| ICAICT302A  | Install and optimise operating system software            |
| ICAWEB401A  | Design a website to meet technical requirements           |
| ICAWEB411A  | Produce basic client-side script for dynamic web pages    |
| ICAWEB429A  | Create a markup language document to specification        |
| RIIRIS401A  | Apply site risk management system                         |
| RIISTD201A  | Read and interpret maps                                   |

## **Custom Content Section**

Not applicable.