



**Australian Government**

# **CPP40911 Certificate IV in Waste Management**

**Release 3**

# CPP40911 Certificate IV in Waste Management

## Modification History

Version Comment

- 3 Deletion of the Waste Management units as approved by the Industry Reference Committee Release 10.0 of the CPP Property Services Training Package:
- CPPWMT4006A - Organise waste recovery
  - CPPWMT4027A - Select and obtain waste management plant, equipment and materials
  - CPPWMT4037A - Conduct minor maintenance and repairs on waste processing plant and equipment
  - CPPWMT4050A - Deliver training in hazard identification and waste emergency responses
  - CPPWMT4056A - Implement landfill rehabilitation plans
  - CPPWMT4060A - Apply lean management techniques .
- 2 Update to superseded imported elective units to equivalent current unit:
- BSBADM504B to BSBADM504
  - BSBATSIW416C to BSBATSIW416
  - BSBFIA302A to BSBFIA302
  - BSBFIA402A to BSBFIA402
  - BSBINN301A to BSBINN301
  - BSBLED401A to BSBLED401
  - BSBMGT406A to BSBMGT406
  - BSBMKG514A to BSBMKG514
  - BSBRSK501A to BSBRSK501
  - BSBSLS407A to BSBSLS407
  - BSBSLS408A to BSBSLS408
  - TAEDEL301A to TAEDEL301
  - TAEDEL401A to TAEDEL401
  - TLID2016A to TLID2016
  - TLIF3063A to TLIF3063

This version released with CPP07 version 14.4.

## Description

This qualification applies to individuals who use well developed skills and a broad knowledge base in a wide variety of waste management contexts. They may be responsible for wide-ranging operational waste management activity and a defined range of unpredictable problems. They may be required to analyse and evaluate information from a variety of sources. They may also be required to provide leadership and guidance and have responsibility for the output of others.

## Pathways Information

Not applicable.

## Licensing/Regulatory Information

Not applicable.

## Entry Requirements

Not applicable.

## Employability Skills Summary

Employability Skill	Industry/enterprise requirements for this qualification include:
Communication	<ul style="list-style-type: none"><li>• listen to and understand work instructions, directions and feedback, including communication with contractors</li><li>• speak clearly and directly to relay information, including to staff</li><li>• read and interpret workplace related documentation, such as OHS requirements and hazard and risk instructions</li><li>• write reports and documentation</li><li>• interpret the needs of clients and staff</li><li>• apply numeracy skills to workplace requirements involving measuring and counting</li><li>• establish and use networks</li><li>• share information with other staff and clients</li><li>• negotiate responsively, e.g. regarding own work role and conditions</li><li>• persuade effectively</li><li>• be appropriately assertive, e.g. in relation to safe or ethical work practices, own work role or issues relating to hazardous waste</li></ul>

Teamwork	<ul style="list-style-type: none"><li>• work as an individual and a team member</li><li>• work with diverse individuals and groups</li><li>• apply knowledge of own role as part of a team</li><li>• identify and use the strengths of other team members</li><li>• give feedback, coach and mentor</li></ul>
Problem-solving	<ul style="list-style-type: none"><li>• develop practical and creative solutions to workplace problems</li><li>• show independence and initiative in identifying problems</li><li>• solve problems individually or in teams</li><li>• use numeracy skills to solve problems, e.g. time management, simple calculations, shift handover, weights and volume measurements</li><li>• test assumptions and take context into account</li><li>• listen to and resolve concerns in relation to workplace issues</li><li>• resolve client concerns relative to workplace responsibilities if role has direct client contact</li></ul>
Initiative and enterprise	<ul style="list-style-type: none"><li>• adapt to new situations</li><li>• be creative in response to workplace challenges within relevant guidelines and protocols</li><li>• identify opportunities that might not be obvious to others</li><li>• generate a range of options in response to workplace matters</li><li>• implement theoretical ideas</li><li>• develop innovative solutions</li><li>• develop a strategic, creative and long-term vision</li></ul>
Planning and organising	<ul style="list-style-type: none"><li>• collect, analyse and organise information</li><li>• use organisation's basic business systems for planning and organising</li><li>• be appropriately resourceful</li><li>• take initiative and make decisions within workplace role</li><li>• participate in continuous improvement and planning processes</li><li>• work within or establish clear work goals and deliverables</li><li>• determine or apply required resources</li><li>• allocate people and other resources to tasks and workplace requirements</li><li>• manage time and priorities</li><li>• adapt resource allocations to cope with contingencies</li></ul>
Self-management	<ul style="list-style-type: none"><li>• be self-motivated</li><li>• articulate own ideas and vision within a team or supervised work context</li><li>• balance own ideas, values and vision with workplace values and requirements</li></ul>

	<ul style="list-style-type: none"> <li>• monitor and evaluate own performance</li> <li>• take responsibility at the appropriate level</li> </ul>
Learning	<ul style="list-style-type: none"> <li>• be open to learning new ideas and techniques</li> <li>• learn in a range of settings, including informal learning</li> <li>• participate in ongoing learning</li> <li>• learn in order to accommodate change</li> <li>• learn new skills and techniques</li> <li>• take responsibility for own learning</li> <li>• contribute to the learning of others, for example by sharing information</li> <li>• apply a range of learning approaches</li> <li>• develop own learning pathways</li> <li>• participate in developing own learning plans, e.g. as part of performance management</li> </ul>
Technology	<ul style="list-style-type: none"> <li>• use technology and related workplace equipment</li> <li>• use basic technology skills to organise data</li> <li>• adapt to new technology skill requirements</li> <li>• apply OHS knowledge when using technology</li> <li>• apply technology as a management tool</li> </ul>

## Packaging Rules

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

- 18 units of competency:
- 7 core
- 11 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:

- a minimum of 4 units from Group A, of which up to 2 may be from the Group A elective units listed in CPP30711 Certificate III in Waste Management or CPP508011 Diploma of Waste Management
- up to 7 units from Group A or Group B
- up to 2 units from Certificate IV qualifications, or a level above or below, in CPP07 or another current Training Package or state-accredited course.

### Core units of competency

Unit code	Unit title
CPPCMN4002B	Implement and monitor environmentally sustainable work practices
CPPCMN4004B	Facilitate effective client relationships
CPPCMN4005A	Facilitate effective teamwork
CPPCMN4006A	Facilitate effective workplace relationships
CPPCMN4007A	Manage workplace safety arrangements
CPPWMT4030A	Determine waste management services

### Elective units of competency

#### Group A elective units

Unit code	Unit title
BSBINN301	Promote innovation in a team environment
CPPWMT4001A	Plan waste audits
CPPWMT4002A	Carry out waste audits
CPPWMT4003A	Review, evaluate and document waste assessment findings
CPPWMT4007A	Implement waste management plans
CPPWMT4022A	Monitor waste disposal sites
CPPWMT4032A	Inform and educate clients on waste management issues
CPPWMT4035A	Undertake waste process audits
CPPWMT4052A	Organise waste management operations
CPPWMT4053A	Conduct and monitor waste management operations
CPPWMT4055A	Develop waste management proposals
CPPWMT4062A	Apply waste avoidance techniques

**Group B elective units**

Unit code	Unit title
BSBADM504	Plan or review administrative systems
BSBATSIW416	Obtain and manage consultancy services
BSBFIA302	Process payroll
BSBFIA402	Report on financial activity
BSBHRM401A	Review human resources functions
BSBHRM402A	Recruit, select and induct staff
BSBITB501A	Establish and maintain a workgroup computer network
BSBLED401	Develop teams and individuals
BSBMGT406	Plan and monitor continuous improvement
BSBMKG514	Implement and monitor marketing activities
BSBRISK501	Manage risk
BSBSLS407	Identify and plan sales prospects
BSBSLS408	Present, secure and support sales solutions
CPPPMT3005A	Modify environment to manage pests
TAEASS401A	Plan assessment activities and processes
TAEDEL301	Provide work skill instruction
TAEDEL401	Plan, organise and deliver group-based learning
TLID2016	Load and unload explosives and dangerous goods
TLIF3063	Administer the implementation of fatigue management strategies

## **Custom Content Section**

Not applicable.