



Australian Government

LGAOPS005 Manage civil plant and resources

Release: 1

LGAOPS005 Manage civil plant and resources

Modification History

Not applicable.

Application

This unit describes the performance outcomes, skills and knowledge required to manage civil plant and resources.

This unit applies to individuals working in local government and undertaking tasks related to the maintenance of council assets.

The skills in this unit must be applied in accordance with Commonwealth and State or Territory legislation, Australian standards and industry codes of practice.

No occupational licensing, certification or specific legislative requirements apply to this unit at the time of publication.

Competency Field

Not applicable.

Unit Sector

Not applicable.

Elements and Performance Criteria

ELEMENTS

PERFORMANCE CRITERIA

Elements describe the essential outcomes

Performance criteria describe the performance needed to demonstrate achievement of the element.

1. Manage job for civil construction.

- 1.1. Interpret civil construction plans and drawings to identify job requirements.
- 1.2. Analyse job requirements to identify, integrate, prioritise, schedule and sequence work activities to enable completion on budget and on time consistent with organisational policies and procedures.
- 1.3. Develop and document work plans according to organisational policies and procedures.

2. Select appropriate plant and equipment.

- 2.1. Calculate plant cycles of operation to undertake specific tasks.
- 2.2. Select plant in relation to its cycle of operation in primary, secondary and static roles.

- | | |
|---|--|
| | 2.3. Select plant and equipment according to work plans. |
| | 2.4. Check stores to assess availability of internal resources. |
| | 2.5. Assess type and availability of external resources against job requirements. |
| 3. Supervise and organise operation of plant and equipment. | 3.1. Monitor selected plant and equipment to ensure maximum output is achieved. |
| | 3.2. Monitor work site against work health and safety requirements to ensure compliance. |
| | 3.3. Plan and conduct meetings with plant supervisors and works personnel to facilitate safe and efficient plant operations. |
| | 3.4. Organise plant and equipment to meet scheduled requirements. |
| | 3.5. Test works in progress to ensure plant and equipment are achieving specified standards. |
| | 3.6. Record and maintain records of plant and equipment operation. |
| | 3.7. Conduct progressive checks to ensure routine and periodic maintenance of plant and equipment is completed. |
| 4. Maintain records. | 4.1. Record information according to organisational and legislative requirements. |
| | 4.2. Secure and accurately maintain records according to organisational and legislative requirements. |

Foundation Skills

Foundation skills essential to performance in this unit, but not explicit in the performance criteria are listed below.

SKILLS

DESCRIPTION

- | | |
|------------------------------------|--|
| Reading skills to: | <ul style="list-style-type: none"> • interpret organisational policies and procedures. |
| Numeracy skills to: | <ul style="list-style-type: none"> • interpret and discuss mathematical information in civil construction plans and drawings • record mathematical information • estimate and calculate quantities and times. |
| Planning and organising skills to: | <ul style="list-style-type: none"> • prioritise, schedule and sequence work activities. |

Unit Mapping Information

LGAWORK403A Manage civil plant and resources.

Links

Companion Volume Implementation Guide are available in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=0388d502-0fc3-49d9-a06e-c95893d7>