



Australian Government

PSP40616 Certificate IV in Procurement and Contracting

Release: 1

PSP40616 Certificate IV in Procurement and Contracting

Modification History

Release	Comments
1	<p>This qualification was released in PSP Public Sector Training Package release 1.0 and meets the Standards for Training Packages.</p> <p>This qualification supersedes and is equivalent to PSP42412 Certificate IV in Government (Procurement and Contracting).</p> <ul style="list-style-type: none">• PSP unit codes updated• Imported units updated

Qualification Description

This qualification allows for the attainment of occupational specific competencies for those responsible for the procurement of goods and services. It covers the broad range of skills required to operate without supervision in a procurement and contracting environment.

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

Packaging Rules

15 units of competency are required for this qualification:

- 9 core units
- 6 elective units

Choose a minimum of 1 elective from Group A Research and analysis.

Choose the remaining electives from Group B General elective units or from elsewhere within this training package, or from another endorsed training package, or from an accredited course.

All elective units selected from outside this qualification must reflect the occupational learning outcomes of this AQF qualification level. Seek further advice on selecting imported units of competency in the PSP Implementation Guide.

Elective units selected must not duplicate content already covered by other units in this qualification.

Core units	
PSPETH002	Uphold and support the values and principles of public service
PSPGEN038	Identify and treat risks
PSPGEN042	Exercise delegations
PSPGEN043	Apply government processes
PSPLEG002	Encourage compliance with legislation in the public sector
PSPPCM004	Plan procurement
PSPPCM005	Develop and distribute requests for offers
PSPPCM006	Select providers and develop contracts
PSPPCM007	Manage contracts
Elective units	
Group A: Research and analysis	
PSPGEN027	Gather and analyse information
BSBMKG408	Conduct market research
Group B: General elective units	
PSPGEN024	Use resources to achieve work unit goals
PSPGEN033	Use advanced workplace communication strategies
PSPGEN039	Develop internal and external networks
PSPGEN076	Use public sector financial processes
PSPPCM002	Dispose of assets
PSPPCY001	Contribute to policy development
PSPPCY004	Support policy implementation
BSBPMG522	Undertake project work

Qualification Mapping Information

This qualification supersedes and is equivalent to PSP42412 Certificate IV in Government (Procurement and Contracting).

Links

GSA website - <http://www.governmentskills.com.au>

PSP Implementation Guide -

<http://www.governmentskills.com.au/guides/public-sector/implementation-guide>

PSP Foundation Skills Guide -

<http://www.governmentskills.com.au/guides/public-sector/foundation-skills-guide>

PSP Knowledge Guide -

<http://governmentskills.com.au/guides/public-sector/knowledge-guide>