Assessment Requirements for PSPGEN076 Use public sector financial processes

Release: 1

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Modification History

Release	Comments
1	These Assessment Requirements were released in PSP Public Sector Training Package release 1.0 and meet the Standards for Training Packages. • Assessment Requirements created drawing upon specified assessment information from superseded unit

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- reading complex and formal documents, including legislation, policies and processes, and applying them to work practices
- adjusting communication to suit different audiences
- entering data and preparing reports requiring precision of expression
- applying delegations
- accessing information and legislation electronically or in hard copy
- applying environmental and work health and safety procedures relating to working in the public sector

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- public sector legislation including work health and safety and environment, policies and processes relating to public sector finance
- basic knowledge of the public sector financial management compliance framework and its elements
- documents that make up the financial framework
- public sector delegations related to the work function
- internal controls and separation of duties
- corporate governance requirements/relationship of the financial management compliance framework to organisational structures

- ethics/codes of conduct
- financial application software
- basic accounting principles related to the work function

Assessment Conditions

This unit contains no specific industry-mandated assessment conditions. Guidance on suggested and recommended conditions and methods can be found in the Implementation Guide.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=bebbece7-ff48-4d2c-8876-405679019623

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