Assessment Requirements for PSPGEN144 Work in a public sector environment

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Modification History

Supersedes and is equivalent to PSPGEN001 Work in a public sector environment.

Performance Evidence

Evidence of the ability to complete tasks outlined in elements and performance criteria of this unit in the context of the job role, and on at least one occasion:

- access and identify information related to own job role
- use scanning techniques to locate main ideas in written materials, including manuals and codes of practice related to the work area
- use interpersonal communication including strategies to
    - clarify understanding and
    - respond to individual requirements
- recognise own and others' emotions in the workplace.

Knowledge Evidence

Demonstrated knowledge required to complete the tasks outlined in elements and performance criteria of this unit:

- public sector legislation, regulations and guidelines
- organisation guidelines and procedures
- principles of inclusion, workplace diversity, anti-discrimination and emotional intelligence and their application in the workplace
- codes of conduct
- principles of personal career planning.

Assessment Conditions

- Skills must be demonstrated in the workplace or in a simulated environment that reflects workplace conditions.

Assessment must ensure access to:

- legislation, regulations, policies, procedures, and guidelines relating to work in the public sector.

Assessors must satisfy the Standards for Registered Training Organisations' 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