



Australian Government

AHCSHG407 Prepare shearing team wages

Release: 1

AHCSHG407 Prepare shearing team wages

Modification History

Release	Comments
Release 1	This version released with Agriculture Horticulture and Conservation and Land Management Training Package 4.0.

Application

This unit of competency describes the skills and knowledge required to prepare the wages for shearing teams.

This unit applies to individuals who manage shearing teams, who take responsibility for their own work and use discretion and judgement in the selection, allocation and use of available resources.

All work must be carried out to comply with workplace procedures, legislative requirements and workplace health and safety policies.

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

Pre-requisite Unit

Nil

Unit Sector

Shearing (SHG)

Elements and Performance Criteria

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Maintain staff records	1.1 Confirm that all employees are signed on and declaration forms are completed and signed 1.2 Collect tax file and superannuation numbers and maintain confidentially 1.3 Arrange employment agreements for staff

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
	1.4 Ensure number and type of sheep shorn is recorded accurately 1.5 Record total units of work for each employee relevant to basis of engagement 1.6 Maintain staff injury records
2. Calculate earnings	2.1 Obtain relevant awards and current pay rates 2.2 Follow employment contracts and agreements 2.3 Calculate gross earnings for each employee
3. Calculate deductions and net pay	3.1 Calculate taxation deductions 3.2 Produce payslips for individuals 3.3 Transfer tax to the Australian Taxation Office 3.4 Calculate and document superannuation 3.5 Transfer superannuation payment to appropriate fund
4. Pay staff	4.1 Schedule electronic transfer of funds to individuals, in accordance with the relevant award 4.2 Arrange cash advances on request

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential for performance in this unit of competency but are not explicit in the performance criteria.

Skill	Description
Reading	Access and interpret legislation and regulations relevant to taxation and superannuation
Get the work done	Effectively navigate online banking systems

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
AHCSHG407 Prepare shearing team wages	AHCSHG406 Prepare shearing team wages	Performance criteria clarified Foundation skills added Assessment requirements updated	Equivalent unit

Links

Companion Volumes, including Implementation Guides, are available at VETNet at: -
<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=c6399549-9c62-4a5e-bf1a-524b2322cf72>