



Australian Government

Department of Education, Employment and Workplace Relations

AHCSHG403A Account for shearing shed supplies

Release: 1

AHCSHG403A Account for shearing shed supplies

Modification History

Not Applicable

Unit Descriptor

Unit descriptor	This unit covers the processes involved with accounting for shearing shed supplies and defines the standard required to: complete an inventory of supplies for shearing; identify supplies that have to be purchased for shearing; order supplies and arrange transport; and receive supplies and store.
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Application of the Unit

Application of the unit	This unit applies to shearing team managers.
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Licensing/Regulatory Information

Not Applicable

Pre-Requisites

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.
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Elements and Performance Criteria Pre-Content

Not Applicable

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA

ELEMENT	PERFORMANCE CRITERIA
1. Determine supplies for shearing	1.1. List of required supplies is prepared according to enterprise needs. 1.2. Existing supplies are determined and recorded. 1.3. Required storage facilities are identified.
2. Obtain supplies for shearing	2.1. Supplier of required goods is identified. 2.2. Supplies are ordered and purchased prior to commencement of shearing operations. 2.3. Delivery of supplies is arranged according to enterprise guidelines.
3. Record supplies for shearing	3.1. Stores inventory is maintained for duration of shearing. 3.2. Supplies are stored according to health and enterprise requirements. 3.3. Stores account is prepared and submitted to the grower.

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

- determine supplies for shearing
- negotiate discounts on bulk purchases
- use literacy skills to read, interpret and follow organisational policies and procedures, develop sequenced written instructions, record accurately and legibly information collected and select and apply procedures to a range of tasks
- use oral communication skills/language competence to fulfil the job role as specified by the organisation including questioning, active listening, asking for clarification, negotiating solutions and responding to a range of views
- use numeracy skills to estimate, calculate and record routine and more complex workplace measures and data
- use interpersonal skills to work with others and relate to people from a range of cultural, social and religious backgrounds and with a range of physical and mental abilities.

Required knowledge

- supplies required to support shearing operations

REQUIRED SKILLS AND KNOWLEDGE

- procedures for ordering supplies and purchasing
- books of account
- maintaining records
- GST requirements.

Evidence Guide

EVIDENCE GUIDE

The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.

Overview of assessment

Critical aspects for assessment and evidence required to demonstrate competency in this unit

The evidence required to demonstrate competency in this unit must be relevant to workplace operations and satisfy holistically all of the requirements of the performance criteria and required skills and knowledge and include achievement of the following:

- complete an inventory of supplies for shearing
- identify supplies that have to be purchased for shearing
- order supplies and arrange transport
- receive supplies and store.

Context of and specific resources for assessment

Competency requires the application of work practices under work conditions. Selection and use of resources for some worksites may differ due to the regional or enterprise circumstances.

Range Statement

RANGE STATEMENT

The range statement relates to the unit of competency as a whole.

Supplies may include:

- all shearing shed supplies that are required for a shearing team.

Unit Sector(s)

Unit sector

Shearing

Co-requisite units

Co-requisite units		

Competency field

Competency field	
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