



Australian Government

AURFA009 Carry out research into the automotive industry

Release: 1

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Modification History

Release	Comment
Release 1	New unit of competency

Application

This unit describes the performance outcomes required to carry out research into the nature and structure of an automotive retail service and repair (RS&R) or automotive manufacturing workplace. It also requires the learner to prepare a research report.

It applies to those undertaking a Vocational Education and Training in Schools (VETiS) or pre-vocational qualification as preparation to entering the automotive service and repair or automotive manufacturing industry.

The unit is designed for use in a highly supervised context and is not suitable for use in a vocational qualification.

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

Pre-requisite Unit

Not applicable.

Competency Field

Common

Unit Sector

Foundation Skills

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
Elements describe the essential outcomes	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section
1. Prepare and plan	1.1 Automotive industry sectors and types of businesses are

ELEMENT	PERFORMANCE CRITERIA
research	identified for research 1.2 Information on the structure and operation of the automotive industry is located 1.3 Safety and environmental requirements for the automotive business are sourced
2. Investigate nature and structure of automotive business	2.1 Type of business, product line and customer profile are identified 2.2 Basic supervision or management structure of business is identified 2.3 Employment conditions of business are identified 2.4 Employee clothing requirements for business are identified 2.5 Workplace plan is drawn detailing identified workplace safety features 2.6 Environment protection features of business are identified 2.7 Findings and details are recorded for research report
3. Prepare research report	3.1 Research findings are reviewed and summarised under broad headings 3.2 Research findings are presented as a document

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance and are not explicit in the performance criteria.

Skills	Description
Learning skills to:	locate key information quickly and efficiently in appropriate sources.
Reading skills to:	interpret information from industry and workplace documents.
Writing skills to:	organise findings and prepare a research report.
Oral communication skills to:	participate effectively in verbal exchanges using questioning and active listening to obtain information on business structure and operation from business workers.

Range of Conditions

This section specifies work environments and conditions that may affect performance. Essential operating conditions that may be present (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) are included. Bold italicised wording, if used in the performance criteria, is detailed below.

<i>Safety and environmental requirements</i> must include:	• relevant workplace procedures reflecting health and safety requirements • material safety management systems • hazardous substances and dangerous goods codes.
<i>Supervision or management structure</i> must include one or more of the following:	• employee supervision • line or operational management • team leaders • trainers.
<i>Employment conditions</i> must include one or more of the following:	• employee attendance times • induction training • shift work and weekend work requirements • type of qualifications.
<i>Employee clothing requirements</i> must include:	• any requirements in special work areas, such as foundry or paint shop • ear protection • personal protective clothing and footwear • safety glasses • any uniform requirements.
<i>Workplace safety features</i> must include:	• emergency procedures • fire extinguishers (type and location) • first aid facilities • hazardous warning signs • manual-handling procedures.
<i>Environment protection features</i> must include:	• emission control • material recycling • waste material disposal.

Unit Mapping Information

No equivalent unit.

Links

Companion Volume implementation guides are found in VETNet - <https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=b4278d82-d487-4070-a8c4-78045ec695b1>

