



Australian Government

AURVTA001 Prepare vehicles for customer use

Release: 1

AURVTA001 Prepare vehicles for customer use

Modification History

Release	Comment
Release 1	New unit of competency.

Application

This unit describes the performance outcomes required to clean and detail vehicles and components before customer delivery. It involves preparing for the task, selecting and using cleaning products, materials, and cleaning tools and equipment, and completing workplace processes and documentation.

It applies to those working in the automotive detailing industry.

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

Competency Field

Vehicle Body

Unit Sector

Technical

Elements and Performance Criteria

Elements	Performance Criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold and italicised text is used, further information is detailed in the range of conditions section.
1. Prepare to clean and detail vehicle	1.1 Job requirements are determined from workplace instructions 1.2 <i>Cleaning methods</i> and detailing materials are selected and checked for quality 1.3 Safety data sheets (SDS) are located and interpreted 1.4 Quantities of <i>cleaning materials</i> are calculated and prepared from workplace instructions

Elements	Performance Criteria
Elements describe the essential outcomes.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold and italicised text is used, further information is detailed in the range of conditions section.
	1.5 Hazards associated with the work are identified and risks are managed 1.6 Cleaning tools and equipment, including personal protective equipment (PPE), are identified and inspected for serviceability 1.7 Work area is prepared and work is planned to minimise waste and manage time efficiently
2. Clean and detail vehicle for delivery	2.1 Vehicle and components are selected and checked 2.2 Vehicle and components are cleaned and detailed according to workplace procedures and <i>safety and environmental requirements</i> , and without causing damage to vehicle or components
3. Complete work processes	3.1 Final inspection is made to ensure work meets workplace expectations and vehicle is presented ready for use 3.2 Work area is cleaned, waste and non-recyclable materials are disposed of, and recyclable material is collected and stored 3.3 Tools and equipment are checked, reported if faulty, and stored according to workplace procedures 3.4 Workplace documentation is processed according to workplace procedures

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 appropriate sources of information efficiently.
Writing skills to:	legibly and accurately fill out workplace documentation.
Oral communication skills to:	clarify instructions and procedures
Numeracy skills to:	use basic mathematical operations, including addition, subtraction, multiplication and division, to calculate required cleaning materials and mixing ratios.
Planning and organising	plan own work requirements and prioritise actions to achieve required outcomes and ensure tasks are completed within

Skills	Description
skills to:	workplace timeframes.

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>Cleaning methods</i> must include:	• hand cleaning • machine assisted cleaning.
<i>Cleaning materials</i> must include:	• paint polishes and protection agents • glass cleaning products • upholstery and leather cleaning products • carpet cleaning products.
<i>Safety and environmental requirements</i> must include:	• work health and safety (WHS) and occupational health and safety (OHS) requirements, including procedures for: • selecting and using PPE • using SDS for cleaning products • using tools and equipment • handling and storing cleaning products • environmental requirements, including procedures for trapping, storing and disposing of waste materials and cleaning chemicals.

Unit Mapping Information

Equivalent to AURVTA2001 Prepare vehicle, components and equipment for customer use

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=b4278d82-d487-4070-a8c4-78045ec695b1>

Assessment Requirements for AURVTA001 Prepare vehicles for customer use

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Performance Evidence

Before competency can be determined, individuals must demonstrate they can perform the following according to the standard defined in this unit's elements, performance criteria, range of conditions and foundation skills:

- prepare three different vehicles for customer use, cleaning each vehicle's:
 - exterior
 - interior, including:
 - seats
 - carpets
 - door trims
 - dash and steering wheel.

Knowledge Evidence

Individuals must be able to demonstrate knowledge of:

- work health and safety (WHS) and occupational health and safety (OHS) requirements relating to preparing vehicles for customer use, including procedures for:
 - selecting and using personal protective equipment (PPE)
 - using safety data sheets (SDS) for cleaning products
 - using tools and equipment
 - handling and storing cleaning products
- environmental requirements, including procedures for trapping, storing and disposing of waste materials and cleaning chemicals
- type and use of cleaning materials, including:
 - vehicle washing liquid
 - polishes and glazes
 - window cleaners

- type and operation of cleaning equipment, including:
 - high pressure washer
 - vacuum cleaner
- procedures and requirements for protecting vehicle and components when preparing vehicles for use, including electrical wiring and electrical connections
- procedures for final inspection of vehicle to ensure it is ready for customer use.

Assessment Conditions

Assessors must satisfy NVR/AQTF assessor requirements.

Competency is to be assessed in the workplace or a simulated environment that accurately reflects performance in a real workplace setting.

Assessment must include direct observation of tasks.

Where assessment of competency includes third-party evidence, individuals must provide evidence that links them to the vehicles that they have prepared for customer use, e.g. work orders.

Assessors must verify performance evidence through questioning on skills and knowledge to ensure correct interpretation and application.

The following resources must be made available:

- automotive workplace or simulated workplace
- workplace instructions
- SDS for cleaning products
- three different vehicles that require cleaning and detailing
- PPE required to clean vehicles
- cleaning materials to prepare vehicle for customer use
- tools, equipment and materials appropriate for preparing vehicles for customer use.

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