



Australian Government

AVI30713 Certificate III in Aviation (Aerodrome Operations)

Release 1

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Modification History

Release 1. This is the first release of this qualification in AVI08 Aviation Training Package Version 5.0.

Description

Rationale:

This qualification is suitable for those engaged in aerodrome operations within the Aviation Industry. It reflects the roles of an Aerodrome Reporting Officer or Works Safety Officer operating in the aviation environment.

It involves a defined range of skilled operations, usually within a range of broader related activities involving known routines, methods and procedures, where some discretion and judgement is required in the selection of equipment, services or contingency measures and within known time constraints. It may also include responsibility for coordinating the work of others.

Job roles:

Occupation titles can vary and may include:

- Aerodrome Operations Officer
- Aerodrome Reporting Officer
- Airport Safety Officer
- Airside Operations Officer
- Operations Officer
- Works Safety Officer.

Note: 'WSO' is defined as 'a person appointed in writing as a Works Safety Officer for the purpose of ensuring the safe conduct of aerodrome works' (as per Civil Aviation Safety Regulations).

Pathways Information

Not applicable.

Licensing/Regulatory Information

This qualification should be structured to align with licensing and regulatory requirements applicable to the occupation concerned.

Entry Requirements

Not applicable.

Employability Skills Summary

The following table contains a summary of the employability skills as identified by the Transport and Logistics Industry for this qualification. This table should be interpreted in conjunction with the detailed requirements of each unit of competency packaged in this qualification. The outcomes described here are broad industry requirements that may vary depending on packaging options.

Employability Skill	Industry/enterprise requirements for this qualification include:
Communication	• Implement and monitor communication systems and procedures required for aerodrome operations • Read and interpret relevant regulations, instructions, signs and labels applicable to the supervision of aerodrome operations • Speak clearly and directly on matters related to aerodrome operations • Listen to and interpret verbal information related to aerodrome operations • Write documents as part of duties, including completion of relevant forms, timesheets, service logs and incident reports • Negotiate issues with others in the course of aerodrome operations • Recognise and interpret non-verbal signs, signals and behaviour • Use relevant communication equipment.
Teamwork	• Collaborate with others in the course of aerodrome operations • Provide leadership to other personnel in the aerodrome workplace • Motivate others in the workplace • Assist others in the workplace to achieve and maintain competence • Assist in the resolution of any interpersonal conflicts that may arise during aerodrome operations • Avoid and prevent the harassment of others in the workplace • Work with persons of different ages, gender, race, religion, political persuasion
Problem solving	• Identify and solve or report problems arising in the course of aerodrome operations • Monitor and anticipate problems that may occur in the course of aerodrome operations including hazards and risks and take appropriate action to report or resolve the problems within limits of responsibility • Identify and control hazards and risks in a range of aerodrome situations and take appropriate precautions

Initiative and enterprise	• Use mathematics to solve various calculations related to aerodrome operations. • Modify activities dependent on differing aerodrome situations and contingencies • Take appropriate initiatives in a range of operational situations such as those above • Respond appropriately to any changes in equipment, standard operating procedures and the working environment.
Planning and organising	• Follow and apply operational and emergency plans, systems and procedures • Monitor systems and procedures for compliance with regulations and codes of practice • Implement the workplace security and safety management systems • Monitor and evaluate operational performance and compliance • Collect and interpret information needed in the course of aerodrome operations • Organise and plan own work activities • Manage time and priorities in the course of aerodrome operations.
Self management	• Interpret and apply regulations and instructions • Establish and follow own work plans and schedules • Evaluate own work performance.
Learning	• Contribute to learning and assessment activities in the workplace • Assist others to adapt to any changes in workplace systems, equipment, procedures and the workplace operating environment • Assist in the instruction, coaching or mentoring of others in the workplace • Contribute to the assessment of the competence of others in the workplace • Assist in the creation of a learning environment in the workplace • Adapt own competence in response to any changes in aerodrome operations • Update own knowledge and skills required for aerodrome operations activities.
Technology	• Use equipment and materials required during aerodrome operations • Follow and apply operational and servicing instructions for equipment used during aerodrome operations • Follow and apply work health and safety (WHS)/occupational

health and safety (OHS) procedures when using and servicing aerodrome operations equipment and facilities.

Packaging Rules

Requirements for completion of the qualification

A successful assessment outcome for a total of **14 units** of competency comprising:

5 core units listed below

plus

9 elective units, which may be selected from the elective units listed below, or may include **up to 4 units** drawn with appropriate contextualisation from this Training Package and/or any other relevant currently endorsed national Training Package or accredited course.

Where imported units are selected, care must be taken to ensure that all prerequisites specified in the unit are complied with.

Core Units

Field	Unit
B	Equipment Checking and Maintenance
	AVIB3005A AVIB3007A
C	Driving Vehicle
O	Security
Z	Situation Awareness

General Elective Units

Field	Unit
B	Equipment Checking and Maintenance
E	Communication and Calculation

F	Safety Management	AVIF2012A	Monitor the transfer of hazardous materials
		AVIF2020B	Employ fatigue management practices in the aviation workplace
		AVIF2023A	Follow occupational health and safety procedures
		AVIF3012A	Apply relevant laws and regulations to the operation of an aerodrome
		AVIF3025A	Facilitate the safety of aerodrome works and works site access
		AVIF3026A	Facilitate an aerodrome emergency response
L	Resource Management	BSBWOR301B	Organise personal work priorities and development
O	Security	AVIO2001A	Use firearms on an aerodrome to control wildlife hazards
P	Administration and Finance	BSBRSK401A	Identify risk and apply risk management processes
U	Environment	BSBSUS201A	Participate in environmentally sustainable work practices
W	Equipment and Systems Operations	AVIW3021A	Coordinate aircraft ground operations
		AVIW3023A	Implement wildlife hazard control measures
		AVIW5022A	Coordinate the removal of disabled aircraft

Custom Content Section

Not applicable.