



Australian Government

Assessment Requirements for CPCCB5005 Select and manage building and construction contractors

Release: 3

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Modification History

- Release 3 Updated reference to general construction induction training program.
- Release 2 This version first released with CPC Construction, Plumbing and Services Training Package Release 5.1.
Performance Evidence formatted for clarity.
- Release 1 This version first released with CPC Construction, Plumbing and Services Training Package Release 5.0.
Supersedes and is equivalent to CPCBC5005A Select and manage building and construction contractors. Updated to meet the Standards for Training Packages 2012.

Performance Evidence

To demonstrate competency, a candidate must meet the elements and performance criteria of this unit by selecting and managing building and construction contractors for one building and construction project.

In doing this, the candidate must:

- identify subcontractor needs against current and projected workloads and contractual commitments and the business plan of the organisation
- manage the subcontractor selection, engagement and appointment process to meet project timeframes:
 - developing and managing terms of engagement for subcontracting opportunities
 - advising interviewees of the outcome of the selection process
 - undertaking referee and credit checks to determine subcontractor performance and financial viability
 - ensuring selection interviews with subcontractors meet the determined criteria
 - undertaking contractual arrangements between the organisation and successful subcontractors
- action and remediate below standard subcontractor performance.

Knowledge Evidence

To be competent in this unit, a candidate must demonstrate knowledge of:

- industrial relations legislation, structures and processes

- organisational quality assurance requirements relating to contracts and contractors
- contracts, workplace agreements and relevant licensing arrangements
- industry subcontracting system and industry benchmarks for subcontractors
- subcontractor administration and performance management systems:
 - work sequence and nature of job roles
 - project timeframe from start to finish
 - quantum of hours required to perform the work
 - performance benchmarks within subcontracts
 - project meetings and provision of progress reports
 - performance monitoring against project timelines and objectives
 - performance management where performance is sub-standard or inappropriate:
 - anecdotal evidence, including input from project managers and administrators
 - examination of data provided by the subcontractor
 - input about subcontractor performance from other organisations
 - observation of the subcontractor on other project sites
 - using subcontractor performance records from previous associations.

Assessment Conditions

Assessors must meet the requirements for assessors contained in the Standards for Registered Training Organisations.

Assessment can be undertaken in the workplace or in a simulated workplace environment.

A simulated environment is one that realistically replicates workplace conditions, materials and equipment, interactions with others and workplace irregularities, and which meets industry standards for safety and environmental practices.

Candidates must be provided with:

- industrial relations and privacy legislation and appropriate awards and workplace agreements
- construction project plans, specifications, codes and standards
- organisational policies, procedures and other quality documentation to undertake the performance criteria and assessment requirements
- technology, applications and software to access, extract, integrate and compile information and data, and securely retain documentation and records

Links

Companion volumes to this training package are available at the VETNet website - <https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=7e15fa6a-68b8-4097-b099-030a5569b1ad>