



Australian Government

Department of Education, Employment and Workplace Relations

CPCCFWF3003A Fix wall tiles

Release: 1

CPCCWF3003A Fix wall tiles

Modification History

Not Applicable

Unit Descriptor

Unit descriptor

This unit of competency specifies the outcomes required to fix wall tiles to differing substrates, using mortar or adhesive.

It includes the preparation, cutting, fixing and grouting of tiles for walls, including internal and external wall junctions and between wall and floor junctions.

Application of the Unit

Application of the unit

This unit of competency supports the attainment of skills and knowledge to fix wall tiles while working with others as a member of a team.

Licensing/Regulatory Information

Not Applicable

Pre-Requisites

Prerequisite units

CPCCOHS2001A

Apply OHS requirements, policies and procedures in the construction industry

Employability Skills Information

Employability skills This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.

Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Plan and prepare.	1.1. Work instructions and operational details are obtained using relevant information, confirmed and applied for planning and preparation purposes. 1.2. Safety (OHS) requirements are followed in accordance with safety plans and policies. 1.3. Signage and barricade requirements are identified and implemented. 1.4. Tools and equipment selected to carry out tasks are consistent with the requirements of the job, checked for serviceability and any faults are rectified or reported prior to commencement. 1.5. Material quantity requirements are calculated in accordance with plans and specifications and quality requirements. 1.6. Materials appropriate to the work application are identified, obtained, prepared, safely handled and located ready for use. 1.7. Environmental requirements are identified for the project in accordance with environmental plans and regulatory obligations and applied.
2. Set out tiling job.	2.1. Area to be tiled and substrate are prepared to requirements of job specification and in accordance with workplace procedures. 2.2. Tiles are checked for conformity to size, patterns, colours and characteristics in accordance with plans and specifications. 2.3. Tile work grid patterns are determined and set out to be symmetrical and balanced, and to produce minimal waste in accordance with specifications and standards. 2.4. Waterproof membrane is fitted and laid in wet areas to conform to manufacturer specifications and regulatory requirements.
3. Cut tiles as required.	3.1. Tiles are cut without jagged, flaid edges or damage to tile surfaces or finish, in accordance with workplace procedures and manufacturer recommendations. 3.2. Recess hole or curve is cut by hand or machine to shape and size and to specified tolerance. 3.3. Tile jolly is edged to form a mitre so that biscuit is not exposed at the joint in accordance with workplace procedures and manufacturer recommendations.
4. Fix wall tiles.	4.1. Mortar and/or adhesive is prepared and applied to tile

ELEMENT	PERFORMANCE CRITERIA
	surface in accordance with manufacturer recommendations.
	4.2. Tiles are prepared and fixed, with pad tiles set to level alignment.
	4.3. Horizontal joint is checked for straightness, and tile edges and surface alignment are checked for conformity.
	4.4. Tiles are fixed to alignment maintaining designed pattern to specification.
	4.5. Even margins are shown around openings, frames and fittings to specification.
	4.6. Bottom course is cut and fixed to create a rake or square corner in accordance with drawings and specifications.
	4.7. Splayed, manufactured, formed coves are fixed in accordance with drawings and specifications.
	4.8. Vertical tiles are finished plumb and true to square corners.
	4.9. Joints are maintained straight and uniform in width with due allowance for tolerance of tile sizes.
	4.10. Control joints are built in, in accordance with specifications and manufacturer recommendations.
	4.11. Mitre joints are made, maintaining glazing on mitre without damage to tile surfaces or finish and maintaining uniformity of mitre in accordance with company procedures and manufacturer recommendations.
5. Tile external corners.	5.1. Setting out for plumb, level and square is checked to be within specified tolerance.
	5.2. External corners are checked to ensure surface intersections are straight.
	5.3. Curved bead angle trim or tiles are fixed so that external return and bead are square and measurements are accurate to junction with tiles and set out, where applicable.
	5.4. Tiles are fixed with minimum voids in tile bed while maintaining fully bedded alignment to specifications.
	5.5. Corner is kept square within specified tolerance and finish to specifications.
6. Tile internal corners.	6.1. Internal corner is checked to ensure surfaces are flat and intersection is straight.
	6.2. Tiles are cut where required and fixed to one wall to

ELEMENT	PERFORMANCE CRITERIA
	maintain alignment in accordance with set out and specifications.
	6.3. Tiles are cut where required and fixed abutting adjacent wall tiles to line, set out and specifications.
	6.4. Joints for abutting tiles are made in accordance with designed margin for grouting or for expansion joint, where applicable, to specifications.
	6.5. Coved tile or trim is installed to coved internal wall or wall and floor junctions.
	6.6. Coved tile or trim is installed so that line is straight and, where applicable, aligned with set out.
	6.7. Tiles are fixed to cove tile or trim and finish to alignment and specifications.
7. Grout wall tile face.	7.1. Joints are cleaned and prepared to receive grout according to manufacturer specifications.
	7.2. Grout is mixed and applied in accordance with workplace and manufacturer specifications and to meet job requirements.
	7.3. Tiles are cleaned and polished with dry cloth to specifications, removing all dust from surface and joints.
8. Clean up.	8.1. Work area is cleared and materials disposed of, reused or recycled in accordance with legislation, regulations, codes of practice and job specification.
	8.2. Machinery, tools and equipment are cleaned, checked, maintained and stored in accordance with manufacturer recommendations and standard work practices.

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

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

Required skills

Required skills for this unit are:

- communication skills to:
 - follow instructions

REQUIRED SKILLS AND KNOWLEDGE

- read and interpret:
 - documentation from a variety of sources
 - drawings and specifications
- recognise procedures
- report faults
- enable clear and direct communication, using questioning to identify and confirm requirements, share information, listen and understand
- use language and concepts appropriate to cultural differences
- use and interpret non-verbal communication, such as hand signals
- written skills to record results of checks and tests and relevant work completion procedures
- evaluate own actions and make judgments about performance and necessary improvements
- identifying and accurately reporting to appropriate personnel any faults in tools, equipment or materials
- organisational skills, including the ability to plan and set out work
- respond to change and contribute to workplace responsibilities, such as current work site environmental and sustainability frameworks and management systems
- teamwork skills to work with others to action tasks and relate to people from a range of cultural and ethnic backgrounds and with varying physical and mental abilities
- technological skills to:
 - use a range of mobile technology, such as two-way radio and mobile phones
 - voice and hand signals to access and understand site-specific instructions.

Required knowledge

Required knowledge for this unit is:

- control joints
- general construction terminology
- job safety analysis (JSA) and safe work method statements
- material safety data sheets (MSDS) and hazards associated with solvents, adhesives and cement or epoxy-based grouts
- materials storage and environmentally friendly waste management
- plans, drawings and specifications
- plant, tools and equipment types, characteristics, uses and limitations
- processes for the calculation of material requirements
- quality requirements
- techniques in fixing tiles to walls and corners, including preparation of substrates
- tiling materials, including tiles, adhesives, mortar, grouting and substrates, their qualities, characteristics, preparation, techniques, applications, limitations and finishing

REQUIRED SKILLS AND KNOWLEDGE

- workplace and equipment safety 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

This unit of competency could be assessed in the workplace or a close simulation of the workplace environment, provided that simulated or project-based assessment techniques fully replicate construction workplace conditions, materials, activities, responsibilities and procedures.

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

A person who demonstrates competency in this unit must be able to provide evidence of the ability to:

- locate, interpret and apply relevant information, standards and specifications
- comply with site safety plan and OHS legislation, regulations and codes of practice applicable to workplace operations
- comply with organisational policies and procedures including quality requirements
- safely and effectively operate and use tools, plant and equipment
- communicate and work effectively and safely with others
- as a minimum:
 - tile the front and return of a standard 1500mm timber framed bath, including a straight hob between the bath and wall, using adhesive to fix the tiles; tiles are not to be proud of the bath and coving to floor is to allow for control joints as required
 - tile the front and return of a standard 1500mm bricked bath, including a straight hob between the bath and wall, using mortar to fix the tiles; tiles are not to be proud of the bath and coving to floor is to allow for control joints as required
- work to be completed ensuring:
 - correct identification of requirement and completion of the tiling
 - correct selection and use of appropriate

EVIDENCE GUIDE

Context of and specific resources for assessment

processes, tools and equipment

- completing all work to specification
- compliance with regulations, standards and organisational quality procedures and processes.

This competency is to be assessed using standard and authorised work practices, safety requirements and environmental constraints.

Assessment of essential underpinning knowledge will usually be conducted in an off-site context.

Assessment is to comply with relevant regulatory or Australian standards' requirements.

Resource implications for assessment include:

- workplace location or simulated workplace
- materials relevant to fixing wall tiles
- hand and power tools, plant and equipment appropriate to fixing wall tiles
- realistic activities covering the mandatory task requirements
- specifications and work instructions.

Assessment of this unit of competency may be in conjunction with assessment of other units commonly performed at the same time in normal job roles.

Reasonable adjustments for people with disabilities must be made to assessment processes where required. This could include access to modified equipment and other physical resources, and the provision of appropriate assessment support.

Method of assessment

Assessment methods must:

- satisfy the endorsed Assessment Guidelines of the Construction, Plumbing and Services Training Package
- include direct observation of tasks in real or simulated work conditions, with questioning to confirm the ability to consistently identify and correctly interpret the essential underpinning knowledge required for practical application
- reinforce the integration of employability skills

EVIDENCE GUIDE

with workplace tasks and job roles

- confirm that competency is verified and able to be transferred to other circumstances and environments.

Validity and sufficiency of evidence requires that:

- competency will need to be demonstrated over a period of time reflecting the scope of the role and the practical requirements of the workplace
- where the assessment is part of a structured learning experience the evidence collected must relate to a number of performances assessed at different points in time and separated by further learning and practice, with a decision on competency only taken at the point when the assessor has complete confidence in the person's demonstrated ability and applied knowledge
- all assessment that is part of a structured learning experience must include a combination of direct, indirect and supplementary evidence.

Assessment processes and techniques should as far as is practical take into account the language, literacy and numeracy capacity of the candidate in relation to the competency being assessed.

Supplementary evidence of competency may be obtained from relevant authenticated documentation from third parties, such as existing supervisors, team leaders or specialist training staff.

Range Statement

RANGE STATEMENT

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and

RANGE STATEMENT

regional contexts) may also be included.

Information includes:

- diagrams or sketches
- instructions issued by authorised organisational or external personnel
- manufacturer specifications and instructions, where specified
- MSDS
- memos
- regulatory and legislative requirements pertaining to fixing wall tiles
- relevant Australian standards
- safe work procedures relating to fixing wall tiles
- signage
- verbal, written and graphical instructions
- work bulletins
- work schedules, plans and specifications.

Planning and preparation include:

- assessment of conditions and hazards
- determination of work requirements and safety plans and policies
- equipment defect identification
- work site inspection.

Safety (OHS) is to be in accordance with state and territory legislation and regulations and project safety plan and may include:

- emergency procedures, including extinguishing fires, organisational first aid requirements and evacuation
- hazard control
- hazardous materials and substances
- organisational first aid
- PPE prescribed under legislation, regulations and workplace policies and practices
- safe operating procedures, including the conduct of operational risk assessment and treatments associated with:
 - concealed services (water, power and gas)
 - lighting
 - traffic control
 - restricted access barriers
 - trip hazards
 - work site visitors and the public
 - working at heights

RANGE STATEMENT

Tools and equipment:

- working in confined spaces
- working in proximity to others
- use of firefighting equipment
- use of tools and equipment
- workplace environmental requirements and safety.
- include:
 - brooms
 - brushes
 - buckets
 - caulking guns
 - cement sheet cutters
 - hammers
 - hose and water sprays
 - ladders
 - levelling equipment
 - lump hammers
 - measuring tapes and rules
 - mortar boards
 - nippers
 - pointed grouters
 - power drills
 - power leads
 - rags
 - rubber mallets
 - sanding blocks
 - saws
 - scrapers
 - shovels
 - spacers and wedges
 - spatulas
 - sponges
 - squares
 - squeegees
 - straight edges
 - stringlines
 - tile cutters and scribes
 - trowels

RANGE STATEMENT

	• wet and dry diamond saws • wheelbarrows • wire brushes • wooden floats • may include: • concrete mixers • masonry drill bits • power grinders • power sanders.
Quality requirements include relevant regulations, including:	• Australian standards • internal company quality policy and standards • manufacturer specifications • workplace operations and procedures.
Materials include:	• adhesives • caulking compound • cement mortar (with and without additives) • grout • tiles.
Environmental requirements include:	• clean-up management • dust and noise • vibration • waste management.
Substrate includes:	• approved waterproof substrates • blockwork • brickwork • concrete • fibre cement sheet • rendered surfaces • timber.
Types of tiles include:	• ceramic • glass • granite • marble • porcelain • stone • terracotta.
Tiles may be fixed using:	• adhesives • cement mortar • cement mortar with adhesive additive.

RANGE STATEMENT

Grout may be:

- cementitious
- epoxy.

Unit Sector(s)

Unit sector Construction

Co-requisite units

Co-requisite units Nil

Functional area

Functional area