



Australian Government

CPPSPS3011 Use and maintain business technology related to swimming pool and spa servicing

Release: 1

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Modification History

Release 1.

Supersedes and is equivalent to CPPSPS3011A.

Unit of competency upgraded to reflect Standards for Training Packages 2012.

This version first released with CPP Property Services Training Package Version 6.0.

Application

This unit of competency specifies the skills and knowledge required to select, use and maintain a range of business technology equipment to support swimming pool and spa servicing.

It applies to swimming pool and spa technicians, and related industry professionals and specialists, with limited supervisory responsibilities who perform their duties alone or as members of a team.

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

Pre-requisite Unit

Nil

Unit Sector

Swimming pool and spa servicing

Elements and Performance Criteria

Elements describe the essential outcomes.	Performance criteria describe what needs to be done to demonstrate achievement of the element.
1. Prepare to use business technology related to swimming pool and spa servicing.	1.1 Identify swimming pool and spa servicing task that requires use of business technology equipment. 1.2 Select business technology equipment related to swimming pool and spa servicing to achieve task requirements. 1.3 Identify and review manuals, training booklets and/or online help or help-desks to support use of business technology equipment related to swimming pool and spa servicing.
2. Operate business technology	2.1 Identify and apply work health and safety (WHS) requirements relating to operation of swimming pool and spa

related to swimming pool and spa servicing.	servicing business technology equipment. 2.2 Access manuals, training booklets and/or online help or help-desks to assist with use of business technology equipment. 2.3 Operate business technology equipment following manufacturers' instructions. 2.4 Where required, interpret results from application of business technology equipment following manufacturers' instructions.
3. Maintain business technology related to swimming pool and spa servicing.	3.1 Follow workplace procedures to check business technology equipment for serviceability and arrange service or repair if required. 3.2 Perform routine maintenance of business technology equipment in accordance with maintenance schedule and within own work responsibility 3.3 Store business technology equipment safely and securely.

Foundation Skills

This section describes the language, literacy, numeracy and employment skills essential to performance in this unit but not explicit in the performance criteria:

- reading skills to access and interpret manufacturers' instructions for business technology equipment relating to swimming pool and spa servicing
- writing skills to complete documentation relating to swimming pool and spa servicing relating to use of business technology equipment
- numeracy skills to interpret routine numerical and graphical information relating to business technology equipment involved in swimming pool and spa servicing
- oral communication skills to ask questions to clarify applications of business technology equipment relating to swimming pool and spa servicing
- technology skills to use business technology equipment to access information relating to swimming pool and spa servicing.

Unit Mapping Information

Supersedes and is equivalent to CPPSPS3011A Use and maintain business technology related to swimming pool and spa servicing.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=6f3f9672-30e8-4835-b348-205dfcf13d9b>

Assessment Requirements for CPPSPS3011 Use and maintain business technology related to swimming pool and spa servicing

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Performance Evidence

To demonstrate competency in this unit, a person must use and maintain business technology equipment related to swimming pool and spa servicing, including using and maintaining three pieces of equipment in completing work tasks associated with swimming pool and spa servicing.

One piece of equipment must be selected from each of the following three lists:

- general business equipment (select 1):
 - digital camera
 - electronic diary or scheduler
 - electronic tablet
 - global positioning system (GPS)
 - laptop or personal computer
 - modem
 - printer
 - smart phone
 - mobile device
- point-of-sale equipment (select 1):
 - cash register
 - EFTPOS equipment
 - scanner
- swimming pool and spa-specific equipment (select 1):
 - chlorometer
 - digital water testing device
 - electronic stopwatch
 - electronic thermometer
 - photometer
 - pool management software package.

In doing this, the person must meet the performance criteria for this unit.

Knowledge Evidence

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

- requirements of jurisdictional legislation and regulations relating to using and maintaining business technology equipment related to swimming pool and spa servicing, including those for work health and safety (WHS) and protection of the environment
- workplace procedures for using and maintaining business technology equipment related to swimming pool and spa servicing, including interpreting work orders and reporting problems
 - equipment manuals
 - training programs
 - videos
 - on-line information
- processes to access and use:
 - information in manuals, training booklets and/or online help or help-desks to support use of business technology related to swimming pool and spa servicing
 - items of business technology for tasks commonly undertaken in the swimming pool and spa servicing industry
- use, maintenance and storage procedures for:
 - general business technology related to swimming pool and spa servicing
 - point-of-sale equipment related to swimming pool and spa servicing
 - swimming pool and spa-specific equipment.

Assessment Conditions

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

Assessment of performance must be undertaken in the workplace or in a simulated workplace environment. Tasks are to be performed to the level of proficiency and within the time limits expected in a workplace.

Assessors are responsible for ensuring that the person demonstrating competency has access to:

- work site/s and specifications to using and maintaining business technology equipment related to swimming pool and spa servicing
- appropriate documents, safety data sheets (SDSs) and business technology equipment currently used in industry
- business technology equipment use and maintenance information
- requirements of appropriate sections of legislation and regulations
- relevant workplace policies and procedures.

Links

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