



**Australian Government**

# **ICTPMG803 Undertake a telecommunications project**

**Release: 1**

## ICTPMG803 Undertake a telecommunications project

### Modification History

| Release   | Comments                                                                                                     |
|-----------|--------------------------------------------------------------------------------------------------------------|
| Release 1 | This version first released with ICT Information and Communications Technology Training Package Version 2.0. |

### Application

This unit describes the skills and knowledge required to research and plan a telecommunications project covering an extensive range of complexities and technologies.

It applies to telecommunications technical staff who undertake complex projects requiring high levels of planning and management, and combine technical and work health and safety (WHS) skills in planning and management work.

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

### Unit Sector

Telecommunications – project management

### Elements and Performance Criteria

| Elements                                        | Performance Criteria                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|-------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <i>Elements describe the essential outcomes</i> | <i>Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the range of conditions section</i>                                                                                                                                                                                                                                                                               |
| 1. Prepare for telecommunications project       | 1.1 Obtain project plan from authorised personnel to identify nature of project and project specifications<br>1.2 Verify location of proposed project work according to appropriate plans<br>1.3 Critically analyse project specifications and research emerging telecommunications technology that may benefit project<br>1.4 Consult authorised personnel to finalise project specifications and obtain agreement<br>1.5 Source project resources required, including those for safe work |

|                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|-------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                 | <p>practice</p> <p>1.6 Prepare contingency plans, including any risks that could impact on project</p> <p>1.7 Develop project implementation plan according to standards with minimal workplace disruption, and obtain agreement from authorised personnel</p> <p>1.8 Notify authorised personnel of possible network outage where required</p>                                                                                                                                                                                                                                |
| 2. Carry out telecommunications project work    | <p>2.1 Follow work health and safety (WHS) and environmental requirements according to plan and manufacturer's specifications</p> <p>2.2 Inform appropriate personnel of existing and potential hazards on worksite</p> <p>2.3 Perform project work phases according to agreed plan and accepted work practice</p> <p>2.4 Implement project planning principles, including risks that may impact on project</p> <p>2.5 Monitor project to completion to ensure that it is progressing according to plan and risks are minimised</p> <p>2.6 Report on implementation phases</p> |
| 3. Clean up worksite and complete documentation | <p>3.1 Remove and dispose of project waste and debris from worksite according to environmental requirements</p> <p>3.2 Restore changes made to work area to client's satisfaction</p> <p>3.3 Complete all project documents and present to client</p> <p>3.4 Declare asset ready for commissioning and integration if required</p> <p>3.5 Notify client and obtain sign off</p>                                                                                                                                                                                                |

## Foundation Skills

*This section describes the Foundation Skills incorporated in the performance criteria that are required for competent performance.*

| Skill   | Performance Criteria | Description                                                                                                                                                                                                                                              |
|---------|----------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Reading | 1.1-1.3, 1.7, 2.1    | <ul style="list-style-type: none"> <li>Organises, evaluates and critiques ideas and information from a wide range of complex texts</li> <li>Draws on a broad range of strategies to build and maintain understanding throughout complex texts</li> </ul> |
| Writing | 1.4, 1.6-1.8,        | <ul style="list-style-type: none"> <li>Demonstrates sophisticated writing skills by selecting appropriate conventions and stylistic devices to express</li> </ul>                                                                                        |

|                            |                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|----------------------------|--------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                            | 2.2, 2.6, 3.3-3.5                                | <p>precise meaning</p> <ul style="list-style-type: none"> <li>Prepares documentation expressing ideas, explores complex issues and is constructed logically, succinctly and accurately</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| Oral Communication         | 1.1, 1.2, 1.4, 1.7, 1.8, 2.2, 2.6, 3.2, 3.4, 3.5 | <ul style="list-style-type: none"> <li>Determines and confirms client requirements using collaborative and inclusive techniques including active listening and questioning</li> <li>Reads verbal and non-verbal signals to convey and clarify information and to confirm understanding</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| Numeracy                   | 1.5-1.7                                          | <ul style="list-style-type: none"> <li>Analyses and synthesises highly embedded mathematical information in a broad range of tasks and texts</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| Navigate the world of work | 1.7, 2.1, 3.1                                    | <ul style="list-style-type: none"> <li>Develops and implements strategies that ensure organisational policies, procedures and regulatory requirements are being met</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| Interact with others       | 1.1, 1.2, 1.4, 1.8, 2.2, 2.3, 2.5, 3.2-3.5       | <ul style="list-style-type: none"> <li>Develops and implements communications strategies with internal and external persons to build rapport</li> <li>Influences and fosters a collaborative culture, facilitating a sense of commitment and workplace cohesion</li> <li>Shares knowledge, information and experience openly as an integral part of the working relationship</li> <li>Understands diversity and seeks to integrate diversity into the work context for managing change, making decisions and achieving shared outcomes</li> </ul>                                                                                                                                                                                                                    |
| Get the work done          | 1.1, 1.2, 1.5-1.7, 2.1-2.5, 3.1, 3.2, 3.4        | <ul style="list-style-type: none"> <li>Plans strategic priorities and outcomes within a flexible, efficient and effective context in a diverse environment exposed to competing demands</li> <li>Gathers and analyses data and seeks feedback to improve plans and processes</li> <li>Makes high impact decisions in a complex and diverse environment, using input from a range of sources</li> <li>Addresses complex problems involving multiple variables, using formal analytical and lateral thinking techniques, experience and knowledge to focus on the root cause</li> <li>Explores and incubates new and innovative ideas through unconstrained analysis and critical thinking</li> <li>Uses digital technologies to manage business operations</li> </ul> |

## Unit Mapping Information

| Code and title<br>current version                         | Code and title<br>previous version                          | Comments                                                                                                | Equivalence status |
|-----------------------------------------------------------|-------------------------------------------------------------|---------------------------------------------------------------------------------------------------------|--------------------|
| ICTPMG803<br>Undertake a<br>telecommunications<br>project | ICTPMG7145B<br>Undertake a<br>telecommunications<br>project | Updated to meet<br>Standards for<br>Training Packages<br><br>New code to reflect<br>change in AQF level | Equivalent unit    |

## Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=a53af4e4-b400-484e-b778-71c9e9d6aff2>