



Australian Government

MSFFL3052 Plan and cost flooring technology work

Release: 1

MSFFL3052 Plan and cost flooring technology work

Modification History

Release 1. Supersedes and is equivalent to MSFFL3001 Plan and cost flooring technology work.

Application

This unit describes the skills and knowledge required to obtain job information, plan the scope of work, estimate the net cost of providing products and/or services and calculate the final cost to the customer. It includes the development of customer quotations.

This unit applies to flooring technicians.

No licensing or certification requirements exist at the time of publication. Relevant legislation, industry standards and codes of practice within Australia must be applied.

Pre-requisite Unit

Nil

Competency Field

Unit Sector

Flooring technology

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.</i>
1. Identify job requirements	1.1 Obtain details of customer requirements in a manner suited to the nature of the job 1.2 Read and correctly interpret aspects of site plans and supporting documentation that affect flooring installation 1.3 Take and record accurate site measurements 1.4 Confirm details of other conditions that may impact installation from site assessment reports 1.5 Create a floor plan to scale and record details in accordance with workplace procedures

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
2. Develop a work plan	2.1 Identify and analyse technical and material options for completing the work 2.2 Accurately quantify details of products and/or services required for the work 2.3 Confirm draft outline work proposal with customer and amend as necessary 2.4 Finalise and document work plan that clearly specifies the scope of work
3. Estimate costs	3.1 Estimate required materials types and quantities based on work plan 3.2 Calculate types and duration of usage of major tools and equipment required to support the work plan 3.3 Estimate labour requirements based on work plan 3.4 Identify and estimate other costs that may be incurred based on work plan
4. Determine cost to customer	4.1 Accurately calculate and document total cost of providing products and/or services based on estimates 4.2 Determine and document allowances for overheads and mark-up percentages in accordance with workplace procedures 4.3 Accurately calculate and document final cost to customer in accordance with workplace procedures
5. Complete final documentation	5.1 Check and verify costing details in accordance with workplace procedures 5.2 Identify and resolve costing errors or anomalies 5.3 Prepare accurate customer quotation in accordance with workplace formats 5.4 File or store costing and quotation documentation for future reference in accordance with workplace procedures

Foundation Skills

The Foundation Skills describe those required skills (such as, language, literacy, numeracy and employment skills) that are essential to performance:

- technology skills to draw floor plans to scale and to use calculators and computers for costings and quotation preparation.

Other foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Unit Mapping Information

Supersedes and is equivalent to MSFFL3001 Plan and cost flooring technology work

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=0601ab95-583a-4e93-b2d4-cfb27b03ed73>