



Australian Government

Assessment Requirements for MSFGN3002 Estimate and cost job

Release: 3

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Modification History

Release 3. Supersedes and is equivalent to MSFGN3002 Estimate and cost job (Release 2).

Release 2. Text missing from Assessment Requirements reinstated

Release 1. New unit of competency. Supersedes and is equivalent to LMFGN3002B - Estimate and cost job.

Performance Evidence

There must be evidence the candidate has completed the tasks outlined in the elements, performance criteria, and foundation skills of this unit, which must include the ability to:

- estimate and cost three different jobs that each have different requirements in terms of:
 - scope and nature of product and/or service
 - labour costs
 - material costs
 - quantities of material required
 - overheads associated with the job
- use the following mathematical processes correctly in estimating and costing the above three jobs:
 - estimation
 - calculation of percentage mark-ups
 - calculation of GST
- use workplace technology related to the estimation and validation of job costs
- work with others and in a team by recognising dependencies and using cooperative approaches to optimise work flow and productivity

Knowledge Evidence

There must be evidence the candidate has knowledge of:

- ways in which job information may be gathered, including:
 - on-site inspection and measurement
 - customer discussion
 - review of documentation
- products and/or services for which costings are being prepared, including:
 - sources of information
 - features, options and suitability for different customer requirements
 - legal and ethical considerations
 - costs involved in providing products/services:

- materials
- labour rates and their components
- production time and cost
- transport and delivery
- overhead components
- industry sector and enterprise costing and quoting procedures:
 - mark-up percentages
 - application of GST
 - documentation formats and inclusions for quotations
 - terms and conditions included in quotations
 - checking and approval processes
- workplace procedures and protocols for:
 - establishing information on customer requirements
 - recording job specifications
 - checking and verifying costing details
 - filing and storing costing and quotation documentation
- mathematical processes used to estimate and cost jobs:
 - estimation
 - the four basic mathematical operations: addition, subtraction, multiplication, and division
 - calculation of percentage mark-ups
 - calculation of GST

Assessment Conditions

Assessment must occur in the workplace, or in a simulated environment that reflects workplace conditions and contingencies.

Access is required to:

- use of suitable facilities, equipment and resources, including:
 - product/service information
 - costing and quotation procedures and documentation
 - technology for calculation of costs
- modelling of industry operating conditions, including time constraints for preparation of costings and quotations.

Assessors of this unit must satisfy the assessor requirements in applicable vocational education and training legislation, frameworks and/or standards

Links

Companion Volume implementation guides are found in VETNet -

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