



**Australian Government**

**Department of Education, Employment and Workplace Relations**

# **NWP40107 Certificate IV in Water Operations**

**Revision Number: 2**

## **NWP40107 Certificate IV in Water Operations**

### **Modification History**

NWP40107 Release 2:           Layout adjusted. Minor editorial changes. Imported units updated.  
NWP40107 Release 1:           Primary release.

### **Description**

The Certificate IV in Water Operations supports candidates seeking competency and requiring increasingly specialised technical skills or those who require a broad range of skills. To achieve this qualification the candidate must demonstrate competency in nine units, comprising two core and seven elective units of competency.

### **Pathways Information**

Not applicable.

### **Licensing/Regulatory Information**

Not applicable.

### **Entry Requirements**

Not applicable.

## Employability Skills Summary

**Qualification code:** NWP40107

**Qualification title:** Certificate IV in Water Operations

The following table contains a summary of the employability skills as identified by the water industry for this qualification. The employability skills facets described here are broad industry requirements that may vary depending on qualification packaging options.

Employability Skill	Industry/enterprise requirements for this qualification include the following facets:
<b>Communication</b>	<ul style="list-style-type: none"> <li>• communicates OHS policies and procedures</li> <li>• communicates environmental plans and procedures within the workplace</li> <li>• communicates effectively with customers</li> <li>• interprets a range of complex and technical documents, including relevant:               <ul style="list-style-type: none"> <li>• regulatory, legislative, licensing and organisational requirements</li> <li>• codes and standards</li> <li>• specifications</li> <li>• organisational policies</li> </ul> </li> <li>• understands relevant definitions, terminology, symbols and language</li> <li>• discusses organisational issues</li> <li>• reports and records hazards and risks</li> <li>• participates in ensuring compliance with standards, regulations and policies</li> <li>• maintains and checks records and documents</li> <li>• communicates effectively with a range of relevant parties</li> <li>• articulates complex ideas clearly</li> <li>• analyses and evaluates reports and reference materials</li> </ul>
<b>Teamwork</b>	<ul style="list-style-type: none"> <li>• demonstrates leadership within work teams</li> <li>• conducts briefing with team members</li> <li>• collaboratively and effectively implements operational plans</li> <li>• works collaboratively with relevant stakeholders</li> <li>• supervises and checks others' work, monitors work processes and ensures safe work practices</li> <li>• verifies competence of operators undertaking inspections</li> <li>• coordinates a range of team members and activities</li> <li>• ensures that relevant workforce participates in reviews of environmental procedures and prepares reports according to organisational procedures</li> <li>• relates positively to fellow workers and the management team</li> </ul>

<b>Employability Skill</b>	<b>Industry/enterprise requirements for this qualification include the following facets:</b>
<b>Problem solving</b>	<ul style="list-style-type: none"> <li>• responds effectively to hazards, risks and emergencies</li> <li>• oversees processes within the water industry to ensure the effective and continuous provision of water services</li> <li>• analyses problems and applies appropriate remedial solutions</li> <li>• performs various calculations to provide data for the analysis and development of options and solutions</li> <li>• monitors assets to ensure performance meets specifications in management plans</li> <li>• identifies and rectifies faults</li> <li>• identifies links between operational problems and maintenance activities</li> <li>• identifies hazards and develops appropriate responses to control and mitigate risks in accordance with regulations and legislation</li> </ul>
<b>Initiative and enterprise</b>	<ul style="list-style-type: none"> <li>• proactively implements effective customer service strategies and tactics</li> <li>• identifies risks and hazards</li> <li>• identifies typical faults and problems and takes necessary remedial action</li> <li>• investigates breaches of contracts</li> <li>• develops and checks contingency plans for new types of industries or processes</li> <li>• establishes processes to identify and report non-compliance</li> <li>• identifies opportunities for improved water management</li> </ul>
<b>Planning and organising</b>	<ul style="list-style-type: none"> <li>• participates in effective implementation of organisation's operational plans</li> <li>• schedules activities to meet current and potential problems</li> <li>• participates in and coordinates elements of effective delivery of services</li> <li>• participates in the provision of appropriate information to inform workplace processes</li> <li>• monitors and assesses relevant water tests</li> <li>• contributes to the management of workplace contracts</li> </ul>
<b>Self management</b>	<ul style="list-style-type: none"> <li>• manages own performance to ensure required levels of service standards, work quality and professional competence</li> <li>• manages work priorities</li> <li>• monitors assets to ensure that progress follows plans</li> <li>• uses feedback to improve own performance</li> </ul>
<b>Learning</b>	<ul style="list-style-type: none"> <li>• seeks feedback on personal performance</li> <li>• uses information effectively to improve work performance</li> <li>• learns from colleagues as part of effective teamwork</li> </ul>

Employability Skill	Industry/enterprise requirements for this qualification include the following facets:
Technology	<ul style="list-style-type: none"> <li>reads meters</li> <li>monitors water management equipment</li> <li>uses relevant computer equipment</li> <li>maintains and understands capabilities and limitations of plant, equipment and tools</li> <li>uses technology to improve efficiency and effectiveness of managing work</li> </ul>

The high proportion of electives required by this qualification means that the facets of the above employability skills are representative of the water industry in general and may not reflect specific job roles. Learning and assessment strategies for this qualification should be based on the requirements as identified in units of competency that meet packaging guidelines. This table is a summary of employability skills that are typical of this qualification and should not be interpreted as definitive.

## Packaging Rules

9 units of competency are required for this qualification including:

- 2 core units
- 7 elective units

Choose a minimum of 3 units from the list below.

Choose the remaining 4 units from either the list below, **or** elsewhere in this Training Package, **or** another endorsed Training Package **or** Accredited Course, as long as:

- no more than two water industry specific elective units (coded NWP) are chosen from the Certificate III in this Training Package;
- no more than three units are chosen from the Diploma in this Training Package;
- no more than three units are chosen from a Certificate IV or Diploma from another endorsed Training Package or Accredited Course.

All elective units selected from outside this qualification must be selected from qualifications aligned to AQF level 3, 4, or 5.

**Elective units selected must not duplicate content already covered by other units in this qualification.**

Specialisations are possible within this qualification. Details and examples of specialisation rules are included under the Industry Specialisation heading in the Qualification Framework section of this Training Package.

Core	
LGACOM405B	Implement and monitor the organisation's OHS policies, procedures and programs within the work group

NWP401B	Coordinate and monitor the application of environmental plans and procedures
<b>Electives</b>	
NWP219A	Work safely in confined spaces
NWP403A	Investigate and plan the optimisation of potable water distribution systems
NWP404A	Apply principles of chemistry to water systems and processes
NWP406A	Investigate and plan the optimisation of granular media filtration processes
NWP407A	Investigate and plan the optimisation of dissolved air flotation processes
NWP408A	Investigate and plan the optimisation of sedimentation and clarification processes
NWP409A	Investigate and plan to optimise the operation of chemical addition processes
NWP410C	Coordinate and monitor asset construction and maintenance
NWP411A	Select treatment requirements for waterborne microorganisms
NWP412A	Investigate and plan the optimisation of activated sludge processes
NWP413A	Investigate and plan the optimisation of anaerobic treatment processes
NWP414A	Select strategies to control microbial impact on wastewater treatment processes
NWP415B	Coordinate and monitor surface water systems
NWP416B	Coordinate and monitor water storage catchment activities
NWP417B	Coordinate and monitor groundwater system usage
NWP418B	Coordinate and monitor bulkwater system operations
NWP419B	Coordinate and monitor river system usage
NWP420A	Install, operate and maintain hydrologic instruments and equipment
NWP421A	Collect, measure and process hydrometric stream discharge gauging
NWP425B	Coordinate and monitor the operation of irrigation delivery systems

NWP427B	Coordinate and monitor the operation of drainage systems
NWP428B	Coordinate and monitor the operation of wastewater collection systems
NWP429B	Coordinate, implement and report trade waste monitoring procedures
NWP430A	Evaluate, implement and monitor standard low-risk trade waste discharge approvals
NWP431A	Investigate, rectify and report on trade waste incidents
NWP432A	Contribute to the continuous improvement of quality systems
NWP440A	Supervise conduit inspection and reporting
AHCLPW306A	Undertake sampling and testing of water
BSBMGT402A	Implement operational plan
BSBSUS301A	Implement and monitor environmentally sustainable work practices
BSBWOR404B	Develop work priorities
LGAWORK404A	Manage a civil works project
MEM30027A	Prepare basic programs for programmable logic controllers
MSACMT461A	Facilitate SCADA systems in a manufacturing team or work area
PSPPROC414A	Manage contracts