Australian Government

# PSP20122 Certificate II in Government

**Release 1**

# PSP20122 Certificate II in Government

## Modification History

Supersedes and is not equivalent to PSP20116 Certificate II in Government.

## Qualification Description

This qualification reflects competencies that lay a foundation for a career in the public sector. The qualification has a particular focus on competencies required in a public service context, but also includes competencies that are transferable to other work contexts.

The skills in this qualification must be applied in accordance with Commonwealth and State or Territory legislation, Australian standards and industry codes of practice.

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

## Entry Requirements

There are no entry requirements for this qualification.

## Packaging Rules

9 units must be completed:

- 4 core units
- 5 elective units, consisting of:
    - 1 PSP-coded unit from the list below
    - 4 units from the list below, elsewhere in the PSP Training Package or any other current Training Package or accredited course.

All elective units chosen must contribute to a valid, industry-supported vocational outcome.

**Core units**

| | |
|---|---|
| BSBCMM211 | Apply communication skills |
| BSBWHS211 | Contribute to the health and safety of self and others |
| PSPGEN088 | Deliver a service to clients |
| PSPGEN144 | Work in a public sector environment |

**Elective units**

| | |
|---|---|
| BSBINS202 | Handle receipt and dispatch of information |

| | |
|---|---|
| BSBSUS211 | Participate in sustainable work practices |
| BSBTEC201 | Use business software applications |
| BSBWRT311 | Write simple documents |
| PSPGEN129 | Access and use resources |
| PSPGEN137 | Handle workplace information |
| PSPRAD012 | Work safely in a radiation environment |
| PSPREG031 | Carry out inspections and monitoring under guidance |

## Qualification Mapping Information

Supersedes and is not equivalent to PSP20116 Certificate II in Government.

## Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=bebbece7-ff48-4d2c-8876-405679019623

    