



Australian Government

Assessment Requirements for UEECD0057 Manage electrotechnology projects

Release: 1

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Modification History

Release 1. This is the first release of this unit of competency in the UEE Electrotechnology Training Package.

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements, performance criteria and range of conditions on at least one occasion and include:

- establishing the scope of the project accurately
- ascertaining the input of a project
- developing effective management processes
- managing resources and variations effectively
- resolving conflicts
- adopting risk management strategies
- maintaining records and submitting progress reports
- meeting project outcomes
- dealing with unplanned events
- applying relevant work health and safety (WHS)/occupational health and safety (OHS) requirements and workplace procedures and practices
- completing and acquitting the project
- identifying electrotechnology project risks and implementing control measures
- implementing workplace policies and procedures, including:
 - project scope and quality
 - project budget/finances
 - equipment and resources
 - human resources
 - communication with personnel, contractors, stakeholders and clients.

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements, performance criteria and range of conditions and include knowledge of:

- electrotechnology project management concepts and customer/client relations, including:
 - defining project parameters:

- project scope
- project stakeholders and clients
- project phases and the relationship between phases
- time requirements and limitations
- resource requirements and limitations
- quality requirements and limitations
- time management:
 - time management concepts
 - standard practices for ensuring a project runs to time
- financial management:
 - financial management concepts
 - standard practices for managing project finances
 - project budgets
 - costs, variations and estimations
 - invoicing against project phases/deliverables
 - acquittals
- quality management:
 - quality management concepts
 - standard practices for managing quality within a project
- human resource management:
 - human resource management concepts
 - standard practices for managing personnel within a project
- communication management:
 - communication management concepts
 - standard practices for managing communication within a project
- risk management and contingencies:
 - risk management concepts
 - standard practices for managing risk within a project
 - internal risks, external risks, risk minimisation, risk removal and contingencies
- procurement management:
 - procurement management concepts
 - standard practices for managing procurement
- physical resource management:
 - types of physical resources, including equipment, technology, information and facilities
 - physical resource management concepts
 - standard practices for managing physical resources
- contracts:
 - understanding project contracts
 - standard practices for working to contract specifications

- contract format
- contract content
- legal obligations of contract parties
- accompanying documentation, including contract schedules
- performance assessment and continuous improvement:
 - standard performance assessment practices
 - standard continuous improvement practices
- engineering ethics principles
- importance of customer/client relations encompassing:
 - interpersonal skills that enhance customer/client
 - dispute resolution
 - customer/client relations strategies
- project management principles
- relevant legislation/regulation, including relevant WHS/OHS legislated requirements
- relevant job safety assessments or risk mitigation processes
- relevant workplace documentation
- relevant workplace policies and procedures.

Assessment Conditions

Assessors must hold credentials specified within the Standards for Registered Training Organisations current at the time of assessment.

Assessment must satisfy the Principles of Assessment and Rules of Evidence and all regulatory requirements included within the Standards for Registered Training Organisations current at the time of assessment.

Assessment must occur in suitable workplace operational situations where it is appropriate to do so; where this is not appropriate, assessment must occur in simulated suitable workplace operational situations that replicate workplace conditions.

Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

Resources for assessment must include access to:

- a range of relevant exercises, case studies and/or other simulations
- relevant and appropriate materials, tools, facilities and equipment currently used in industry
- resources that reflect current industry practices in relation to managing electrotechnology projects
- applicable documentation, including workplace procedures, equipment specifications, regulations, codes of practice and operation manuals.

Links

Companion Volume implementation guides are found in VETNet - -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=b8a8f136-5421-4ce1-92e0-2b50341431b6>