



**Australian Government**

# **CPC40508 Certificate IV in Building and Construction (Site Management)**

**Release 3**

# CPC40508 Certificate IV in Building and Construction (Site Management)

## Modification History

Revised qualification deemed equivalent to CPC40508  
Core and elective units revised resulting in a number of unit identifier changes

## Description

This qualification is designed to meet the needs of site managers and supervisors in the building and construction industry.

Occupational titles may include:

- Building site manager
- Building site supervisor.

The qualification has core unit of competency requirements that cover common skills for the construction industry.

The construction industry strongly affirms that training and assessment leading to recognition of skills must be undertaken in a real or very closely simulated workplace environment and this qualification requires all units of competency to be delivered in this context.

Completion of the general induction training program specified by the National Code of Practice for Induction Training for Construction Work (ASCC 2007) is required before entering a construction work site. Achievement of unit CPCCOHS1001A covers this requirement.

Additional units of competency may be required to meet builder registration requirements in various States and Territories.

## Pathways Information

Not applicable.

## **Licensing/Regulatory Information**

Not applicable.

## **Entry Requirements**

Not applicable.

## Employability Skills Summary

Employability skill	Industry/enterprise requirements for this qualification include:
<b>Communication</b>	<ul style="list-style-type: none"> <li>• Communicates OHS policies and procedures</li> <li>• Participates in ensuring compliance with standards, regulations and policies</li> <li>• Communicates effectively with a range of relevant parties through a range of media</li> <li>• Establishes on-site communication systems</li> <li>• Facilitates site meetings</li> <li>• Articulates complex ideas clearly</li> <li>• Interprets a range of complex and technical documents, including relevant regulatory, legislative, licensing and registration requirements, codes and standards, plans, drawings and specifications, contracts, schedules, site files, development approvals, and organisational policies and procedures</li> <li>• Analyses and evaluates reports and reference materials</li> <li>• Understands relevant definitions, terminology, symbols and language</li> <li>• Maintains and checks logs, records and documents</li> <li>• Prepares a range of documents, including construction contracts, plans, sketches and drawings and specifications, reports, tenders, schedules, building applications and submissions and file notes</li> <li>• Reports and records hazards and risks</li> <li>• Negotiates conflict and dispute resolution</li> <li>• Analyses a range of data, including company and stakeholder resource consumption and waste product volumes</li> </ul>
<b>Teamwork</b>	<ul style="list-style-type: none"> <li>• Conducts briefings with team members</li> <li>• Coordinates a range of team members and activities</li> <li>• Keeps team informed of work practices, quality requirements and required actions</li> <li>• Relates positively to fellow workers and the management team</li> <li>• Relates to people from diverse social, cultural and ethnic backgrounds and with varying physical and mental abilities</li> <li>• Seeks expert advice where appropriate</li> <li>• Works collaboratively with relevant stakeholders</li> <li>• Understands various stakeholders' roles</li> </ul>

<b>Employability skill</b>	<b>Industry/enterprise requirements for this qualification include:</b>
	<ul style="list-style-type: none"> <li>• Supervises and checks others' work, monitors work processes and ensures safe work practices</li> <li>• Discusses ideas with team members</li> </ul>
<b>Problem solving</b>	<ul style="list-style-type: none"> <li>• Assesses structural integrity of residential and commercial low rise buildings</li> <li>• Performs various calculations relating to estimating resource acquisition and costs, rise and fall amounts measurement of levels, heights and gradients, structural analysis, drawing dimensions, setting out of construction projects, comparisons of alternative water management systems, waste management minimisation strategies and thermal efficiency, rated capacity and working load limits and budgeting and forecasting</li> <li>• Examines tools and equipment prior to use for damage, missing components or other defects</li> <li>• Identifies and rectifies faults</li> <li>• Responds effectively to hazards, risks and emergencies</li> <li>• Analyses problems and applies appropriate remedial solutions</li> <li>• Resolves business disputes</li> <li>• Deals with customer complaints and disputes</li> <li>• Analyses rejected building applications and determines the likely success of an appeal or a resubmission</li> <li>• Devises approaches, implements and reflects on environmental and water, energy and resource efficiency management policies and procedures relevant to work site to improve environmental sustainability and shares alternative approaches as required</li> </ul>
<b>Initiative and enterprise</b>	<ul style="list-style-type: none"> <li>• Evaluates properties of construction materials and selects appropriate materials based on evaluation</li> <li>• Develops compliant, alternative solutions to construction problems</li> <li>• Assesses thermal efficiency of buildings and reviews design solutions for effectiveness and compliance</li> <li>• Identifies risks and hazards</li> <li>• Identifies opportunities for improved water management</li> <li>• Evaluates effective strategies for insulating structures</li> <li>• Develops waste management strategies and dispute resolution procedures</li> </ul>

<b>Employability skill</b>	<b>Industry/enterprise requirements for this qualification include:</b>
	<ul style="list-style-type: none"> <li>• Identifies environmental and resource efficiency improvements, applies knowledge about resource use to organisational activities and customer service and develops resource efficiency tools</li> </ul>
<b>Planning and organising</b>	<ul style="list-style-type: none"> <li>• Plans and coordinates various work operations</li> <li>• Prepares project schedules</li> <li>• Participates in effective implementation of organisation's operational plans</li> <li>• Plans and organises on-site activities and implements procedures associated with building and construction work</li> <li>• Identifies and organises resource requirements and obtains supply information</li> <li>• Supervises various administrative and work processes, including claims and payments, insurance coverage, payroll systems and tax systems</li> <li>• Collects, analyses and organises workplace information and data</li> <li>• Plans and organises inspections</li> <li>• Organises testing of construction materials to ensure suitability</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 and professional development</li> <li>• Uses feedback to improve own performance</li> <li>• Organises and completes daily work activities</li> </ul>
<b>Learning</b>	<ul style="list-style-type: none"> <li>• Is open to new ideas and techniques</li> <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>
<b>Technology</b>	<ul style="list-style-type: none"> <li>• Operates office equipment</li> <li>• Uses computer equipment and relevant software</li> <li>• Uses cameras</li> <li>• Assesses new and emerging technologies for application to</li> </ul>

Employability skill	Industry/enterprise requirements for this qualification include:
	construction processes <ul style="list-style-type: none"> <li>• Uses a range of tools and equipment, including technical instruments and surveying equipment</li> <li>• Maintains tools and equipment as required</li> <li>• Uses technology to improve efficiency and effectiveness of managing work</li> </ul>

## Packaging Rules

To achieve this qualification, the candidate must demonstrate competency in:

- 15 units of competency:
  - 9 core units
  - 6 elective units.

The electives may be selected as follows:

- all six electives may be selected from the list below
- two of the six elective units from a Certificate IV qualification in another endorsed Training Package or within CPC08 Construction, Plumbing and Services Training Package, ensuring the industry context of the qualification is maintained
- one of the six elective units may be selected from either Certificate III or Diploma level.

Some units in this qualification may have prerequisite requirements, which must be met when packaging the qualification. Users are referred to the list of CPC08 units with prerequisite unit requirements available in this Training Package for this purpose.

### Core units

BSBWOR402A	Promote team effectiveness
CPCCBC4001A	Apply building codes and standards to the construction process for low rise building projects
CPCCBC4002A	Manage occupational health and safety in the building and

	construction workplace
CPCCCBC4007A	Plan building or construction work
CPCCCBC4008B	Conduct on-site supervision of building and construction projects
CPCCCBC4009B	Apply legal requirements to building and construction projects
CPCCCBC4010B	Apply structural principles to residential low rise constructions
CPCCCBC4011B	Apply structural principles to commercial low rise constructions
CPCCCBC4012B	Read and interpret plans and specifications

### Elective units

BSBCUS301B	Deliver and monitor a service to customers
BSBITU201A	Produce simple word processed documents
BSBITU202A	Create and use spreadsheets
BSBITU301A	Create and use databases
BSBMGT403A	Implement continuous improvement
BSBPMG404A	Apply quality management techniques
BSBPMG407A	Apply risk management techniques
BSBPMG510A	Manage projects
BSBWOR401A	Establish effective workplace relationships
BSBWRT401A	Write complex documents
CPCCCBC4005A	Produce labour and material schedules for ordering
CPCCCBC4014A	Prepare simple building sketches and drawings
CPCCCBC4015A	Prepare specifications for all construction works
CPCCCBC4017A	Arrange resources and prepare for the building or construction project



CPCCCBC4018A	Apply site surveys and set-out procedures to building and construction projects
CPCCCBC4019A	Apply sustainable building design principles to water management systems
CPCCCBC4020A	Build thermally efficient and sustainable structures
CPCCCBC4021A	Minimise waste on the building and construction site
CPCCCBC4024A	Resolve business disputes
CPCCCBC4025A	Manage personal work priorities and professional development
CPCCCBC4026A	Arrange building applications and approvals
CPCCCBC4028A	Prepare design brief for construction works
CPCCCBC4051A	Supervise asbestos removal
CPCCOHS1001A	Work safely in the construction industry
CPCSUS4001A	Implement and monitor environmentally sustainable work practices
HLTHIR403C	Work effectively with culturally diverse clients and co-workers
TAEDEL402A	Plan, organise and facilitate learning in the workplace

## Custom Content Section

Not applicable.