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PSPGEN130 Use resources to achieve work unit goals

Release: 1

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Modification History

Supersedes and is equivalent to PSPGEN024 Use resources to achieve work unit goals.

Application

This unit describes the performance outcomes, skills and knowledge required to organise available resources at a senior operative level to facilitate achievement of work unit objectives.

This unit applies to those working autonomously in senior roles within the public sector, supervising others and performing complex tasks in a range of familiar contexts.

The skills in this unit 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 unit at the time of publication.

Pre-requisite Unit

Nil

Competency Field

General

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	*Performance criteria describe the performance needed to demonstrate achievement of the element.*
1. Acquire and apply available resources.	1.1. Identify available resources and fill gaps in accordance with work unit plans.
	1.2. Apply procedures that promote efficient, economical and effective allocation and distribution of resources.
	1.3. Handle resources in accordance with established work practices and guidelines.

2.	Monitor and report on resource usage.	2.1. Monitor and report on resource usage.
		2.2. Maintain records of resource usage.
		2.3. Operate relevant financial and resource management systems.
		2.4. Recommend options to address resource shortfalls.
3.	Maintain resources.	3.1 Maintain resources in accordance with manufacturer guidelines and service contracts.
		3.2. Organise maintenance of resources to facilitate work practices and outcomes.
		3.3 Develop contingency plans to ensure operational continuity.

Foundation Skills

Foundation skills essential to performance in this unit, but not explicit in the performance criteria are listed here, along with a brief context statement.

SKILLS	DESCRIPTION
Numeracy skills to:	• identify trends and make recommendations relating to resource usage involving quantitative data and statistics.
Planning and organising skills to:	• establish and implement resource maintenance schedules.

Unit Mapping Information

Supersedes and is equivalent to PSPGEN024 Use resources to achieve work unit goals.

Links

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