

AUR10112 Certificate I in Automotive Vocational Preparation

Modification History

Release	Comment
Release 1	Replaces AUR10105 Certificate I in Automotive

Description

This qualification is an introductory qualification to the automotive retail, service and repair industries and an entry to further training in several sectors. It is designed for application in a highly supervised context, such as VET in schools or other equivalent introduction or induction to industry environments. The range of technical skills and knowledge is limited.

Job roles and employment outcomes

The Certificate I in Automotive Vocational Preparation offers entry-level training for those working or seeking to work in any of the automotive sectors covered by this Training Package such as:

- Bicycle
- Automotive Electrical
- Outdoor Power Equipment
- Light vehicle
- Vehicle Body and Paint - Detailing
- Motorcycle
- Marine
- Heavy Vehicle

They may undertake a range of simple tasks under close supervision. The qualification targets introductory employment, such as induction or probationary periods for automotive retail, service and repair employment. It may also be suitable for a cadetship, or part time and casual employment positions where a full range of skills are not required.

Application

This qualification is suitable for an Australian Apprenticeship pathway.

Pathways Information

Pathways from the qualification

Further training pathways from this qualification include any Certificate II qualification within the AUR12 Automotive Industry Retail, Service and Repair Training Package or other relevant qualifications.

Licensing/Regulatory Information

There are no specific licences that relate to this qualification. However, some units in this qualification may have licensing or regulatory requirements, depending on the work context. Local regulations should be checked for details.

Entry Requirements

This qualification may be accessed by direct entry.

Employability Skills Summary

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY

The following table contains a summary of the Employability Skills as identified by the Automotive retail service and repair 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:
Communication	<ul style="list-style-type: none"> • Gathering, conveying, receiving and understanding verbal and written information and workplace instructions • Communicating with clients, colleagues and others • Understanding relevant industry definitions, terminology, symbols, abbreviations and language • Recording relevant information using standard workplace documentation
Teamwork	<ul style="list-style-type: none"> • Working with colleagues and supervisors to prioritise and action tasks • Providing assistance to other team members • Relating to people from diverse social, cultural and ethnic backgrounds and with varying physical and mental abilities
Problem solving	<ul style="list-style-type: none"> • Solving routine problems related to hazards in the workplace, while under direct supervision • Examining tools and equipment prior to use for damage, missing components or other defects • Identifying typical faults and problems and taking necessary remedial action
Initiative and enterprise	<ul style="list-style-type: none"> • Raising workplace health and safety (WHS) issues with the appropriate person • Responding to change and workplace challenges • Maximising use of resources by recycling, re-using or using appropriate disposal methods
Planning and organising	<ul style="list-style-type: none"> • Planning own work schedule to ensure tasks are completed on time • Selecting and using appropriate materials, tools and equipment • Sequencing tasks using time management techniques
Self-management	<ul style="list-style-type: none"> • Behaving in ways that contribute to an effective and safe working environment

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY

The following table contains a summary of the Employability Skills as identified by the Automotive retail service and repair 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:
	<ul style="list-style-type: none">• Identifying own roles and responsibilities• Completing daily work activities• Cleaning up work area
Learning	<ul style="list-style-type: none">• Listening to ideas and opinions of other members of the team• Identifying own learning needs and seeking skill development as required• Being open to learning new ideas and techniques
Technology	<ul style="list-style-type: none">• Using computers and relevant software• Using and operating a range of tools and equipment correctly and safely• Applying measurements and calculations using appropriate equipment and formulas as required

Packaging Rules

To be awarded this qualification, competency must be demonstrated in **8 units** of competency, consisting of:

- **5 core units**

plus

- **3 elective units** of which:

- up to **3** elective units may be chosen from the elective groups listed below.
- up to **2** elective units may be chosen from this Training Package or another endorsed Training Package or accredited course, provided that the units chosen contribute to the vocational outcome of this qualification and do not duplicate the outcome of another unit chosen for the qualification.

Core units

Unit Code	Unit Title
Common - Environment	
AURAEA1001	Identify environmental requirements in an automotive workplace
Common - Health and Safety	
AURASA1001	Apply automotive workplace safety fundamentals
Electrical - Technical - Electrical and Electronic	
AURETR1003	Apply automotive electrical system fundamentals
Mechanical - Light Vehicle - Technical	
AURLTA1001	Apply automotive mechanical system fundamentals
Mechanical Miscellaneous - Technical - Tools and Equipment	
AURTTK2002	Use and maintain workplace tools and equipment

Elective units

Unit Code	Unit Title
Common - Foundation Skills	

Unit Code	Unit Title
AURAF2001	Use numbers in an automotive workplace
AURAF2002	Read in an automotive workplace
Bicycles - Technical	
AURBTA1001	Remove and tag bicycle components
AURBTA1002	Adjust bicycles
Bicycles - Technical - Wheels and Tyres	
AURBTJ2001	Remove, repair and fit bicycle tyres
Electrical - Technical - Tools and Equipment	
AURETK1001	Identify, select and use low voltage electrical test equipment
Electrical - Technical - Electrical and Electronic	
AURETR1001	Remove and tag automotive electrical system components
AURETR2006	Carry out soldering of electrical wiring and circuits
Mechanical - Heavy Vehicle - Technical	
AURHTA1001	Carry out heavy vehicle pre-repair operations
AURHTA2003	Remove and replace heavy commercial vehicle ancillary components and accessories
Mechanical - Heavy Vehicle - Technical - Wheels and Tyres	
AURHTJ1001	Inspect heavy commercial vehicle wheels and tyres
Mechanical - Motorcycle - Technical	
AURJTA1001	Perform minor adjustments to motorcycles
AURJTA1002	Remove and replace motorcycle components and accessories
Mechanical - Motorcycle - Wheels and Tyres	

Unit Code	Unit Title
AURJTJ2001	Remove, inspect and fit motorcycle wheel assemblies
Mechanical - Light Vehicle - Technical - Wheels and Tyres	
AURLTJ2003	Remove, inspect, and refit light vehicle wheel assemblies
Outdoor Power Equipment - Technical	
AURPTA1001	Carry out pre-repair operations to outdoor power equipment
AURPTA1002	Perform minor adjustments to outdoor power equipment
AURPTA2006	Service line trimming systems and components
Marine - Technical - Engines	
AURRTE1001	Prepare outboard engines for wet-run testing
Marine - Technical - Driveline and Final Drives	
AURRTQ2001	Service inboard propeller drive systems
Marine - Technical - Electrical and Electronic	
AURRTR1001	Inspect, service and maintain marine battery storage systems
Mechanical Miscellaneous - Technical	
AURTTA1001	Remove and tag steering, suspension and brake system components
AURTTA1002	Carry out workshop practice activities
AURTTA1003	Use and maintain basic measuring devices
AURTTA2009	Carry out pre-repair operations (mechanical)
Mechanical Miscellaneous - Technical - Engines	
AURTTE1003	Remove and tag engine system components
Vehicle Body - Technical - Body	
AURVTN1001	Remove and tag vehicle body system components

Unit Code	Unit Title
AURVTN2008	Clean vehicle body and door cavities
Vehicle Body - Technical - Paint	
AURVTP2006	Prepare vehicle components for paint repairs

Custom Content Section

Not applicable.

AUR20112 Certificate II in Automotive Administration

Modification History

Release	Comment
Release 1	Replaces AUR20105 Certificate III in Automotive Administration

Description

This qualification covers the skills and knowledge required to perform a range of administrative tasks within an automotive retail, service or repair business.

Job roles and employment outcomes

The Certificate II in Automotive Administration is intended to prepare new employees or recognise and develop existing workers who are performing office and administrative functions in an automotive retail, service or repair business.

Job roles related to this qualification include:

- clerical assistant
- office assistant
- receptionist
- service department receptionist
- on-line receptionist
- data entry assistant

Application

This qualification is suitable for an Australian traineeship pathway.

Pathways Information

Pathways into the qualification

Credit will be granted towards this qualification to those who have completed AUR10112 Certificate I in Automotive Vocational Preparation in this Training Package or other relevant qualifications.

Pathways from the qualification

Further training pathways from this qualification include AUR30112 Certificate III in Automotive Administration or other relevant qualifications.

Licensing/Regulatory Information

There are no specific licences that relate to this qualification. However, some units in this qualification may have licensing or regulatory requirements, depending on the work context. Local regulations should be checked for details.

Entry Requirements

This qualification may be accessed by direct entry.

Employability Skills Summary

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY	
<p>The following table contains a summary of the Employability Skills required by the automotive industry for this qualification. The Employability Skills facets described here are broad industry requirements that may vary depending on qualification packaging options.</p>	
Employability Skill	Industry/enterprise requirements for this qualification include:
Communication	<ul style="list-style-type: none"> • gathering, conveying and receiving verbal and written information • listening and understanding workplace instructions
Teamwork	<ul style="list-style-type: none"> • working with colleagues and supervisors to contribute to organisation goals
Problem solving	<ul style="list-style-type: none"> • solving routine problems related to hazards in the workplace, while under direct supervision • checking own work to ensure errors are minimal and work flow is maintained
Initiative and enterprise	<ul style="list-style-type: none"> • raising workplace health and safety (WHS) issues with the WHS officer • recognise and respond to circumstances outside of personal competence
Planning and organising	<ul style="list-style-type: none"> • planning own work schedule to ensure tasks are completed on time • set, monitor and satisfy personal work goals
Self-management	<ul style="list-style-type: none"> • behaving in ways that contribute to an effective and safe working environment • identifying own roles and responsibilities
Learning	<ul style="list-style-type: none"> • listening to ideas and opinions of other members of the team • following safety procedures
Technology	<ul style="list-style-type: none"> • operating a range of tools and equipment or specific machinery

Packaging Rules

To be awarded this qualification, competency must be demonstrated in **10 units** of competency consisting of:

- **6 core units**

plus

- **4 elective units** of which:
 - up to **4** elective units may be chosen from the elective units listed below
 - up to **2** units may be chosen from a Certificate I qualification or above in this Training Package or another endorsed Training Package or accredited course, provided that the units chosen contribute to the vocational outcome of this qualification and do not duplicate the outcome of another unit chosen for the qualification.

Core units

Unit code	Unit title
Common - Administration	
AURAAA2001	Work in an automotive administration environment
Common – Foundation Skills	
AURAF2003	Communicate effectively in an automotive workplace
AURAF2005	Write routine texts in an automotive workplace
Common – Information Technology	
AURAKA2001	Use information technology systems
Common - Quality	
AURAQA2001	Contribute to quality work outcomes
Common –Health and Safety	
AURASA2002	Apply safe working practices in an automotive workplace

Elective units

Unit code	Unit title
Common - Sales and Marketing	

Unit code	Unit title
AURACA2001	Establish relations with customers
Common - Environment	
AURAEA2002	Apply environmental and sustainability best practice in an automotive workplace
Common – Foundation Skills	
AURAF2001	Use numbers in an automotive workplace
AURAF2002	Read in an automotive workplace
AURAF2004	Solve routine problems in an automotive workplace
Common – Management , Leadership and Supervision	
AURAMA2001	Work effectively with others
AURAMA2002	Communicate business information
AURAMA3004	Maintain business image
Common - Quality	
AURAQA3003	Maintain quality systems
Sales and Parts, Administration and Management - Administration	
AURSAA2001	Process customer complaints
Sales and Parts, Administration and Management – Sales and Marketing	
AURSCA2004	Carry out cash, credit and funds transfers
Imported Units	
BSBFIA303A	Process accounts payable and receivable
BSBINM202A	Handle mail
BSBITU305A	Conduct online transactions

Unit code	Unit title
BSBWOR204A	Use business technology
SIRXCCS202	Interact with customers

Custom Content Section

Not applicable.

AUR20212 Certificate II in Automotive Air Conditioning Technology

Modification History

Release	Comment
Release 1	Replaces AUR20705 Certificate II in Automotive Mechanical

Description

This qualification covers the skills and knowledge required to perform a range of tasks related to servicing and repairing air conditioning components and systems of cars and heavy vehicles within an automotive service and repair business.

Job roles and employment outcomes

The Certificate II in Automotive Air Conditioning Technology is intended to prepare new employees or recognise and develop existing workers who are performing servicing and repair of air conditioning components/systems of vehicles in an automotive service or repair business.

Job roles related to this qualification include:

- automotive specialist – air conditioning

Application

This qualification is typically used to develop employees or recognise and develop existing workers who are performing vehicle service and repair functions in an automotive environment.

They would be expected to perform a range of mechanical operations involving known routines, methods and procedures and take some accountability for the quality of outcomes. This qualification is suitable for an Australian Apprenticeship pathway.

Pathways Information

Pathways into the qualification

Credit may be granted towards this qualification by those who have completed AUR10112 Certificate I in Automotive Vocational Preparation or other relevant qualifications.

Pathways from the qualification

Further training pathways from this qualification include AUR30612 Certificate III in Automotive Light Vehicle Mechanical Technology, AUR30312 Certificate III in Automotive Electrical Technology or other relevant qualifications.

Licensing/Regulatory Information

Some jurisdictions may require this qualification for licensing purposes. In addition some units in this qualification may have licensing or regulatory requirements, depending on the work context. Local regulations should be checked for details.

Entry Requirements

This qualification may be accessed by direct entry.

Employability Skills Summary

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY	
<p>The following table contains a summary of the employability skills as identified by the automotive industry for this qualification. The employability skills facets described here are broad industry requirements that may vary depending on qualification packaging options.</p>	
Employability Skill	Industry/enterprise requirements for this qualification include:
Communication	<ul style="list-style-type: none"> • Understanding and carrying out verbal instructions from supervisors and others • Reading, understanding and completing workplace documentation, forms and records • Sharing work-related information with other team members using industry terminology • Communicating with people from a range of social, cultural and ethnic backgrounds
Teamwork	<ul style="list-style-type: none"> • Contributing positively to the work team environment • Working effectively with others in a socially diverse environment • Respecting and understanding the views of others • Giving, receiving and acting upon feedback • Identifying and describing own role and role of others
Problem solving	<ul style="list-style-type: none"> • Recognising a problem or a potential problem within a vehicle component/system servicing environment • Seeking information and assistance to solve problems outside own area of responsibility • Solving problems within own area of responsibility
Initiative and enterprise	<ul style="list-style-type: none"> • Suggesting ideas for workplace improvement to supervisors and team members • Positively adapting to changes in workplace procedures and making adjustments to improve own performance • Taking positive action to report hazards or risk situations to supervisors
Planning and organising	<ul style="list-style-type: none"> • Planning daily work tasks to work safely and manage risks according to workplace procedures • Prioritising activities to achieve required outcomes • Planning and organising appropriate equipment and materials • Planning ahead to anticipate problems with availability of

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY

The following table contains a summary of the employability skills as identified by the automotive 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:
	equipment, materials and personnel to assist
Self-management	<ul style="list-style-type: none">• Following workplace safety requirements and other policies and procedures• Completing known delegated tasks on time• Selecting and using appropriate equipment, materials, processes and procedures• Asking for advice and assistance when appropriate
Learning	<ul style="list-style-type: none">• Identifying personal strengths and weaknesses• Acting upon feedback and accepting opportunities to learn to improve work performance• Asking questions to gain information and identify sources of information to expand knowledge and understanding
Technology	<ul style="list-style-type: none">• Appropriately selecting and using tools and equipment• Recognising and reporting faulty equipment• Using information and communication technology

Packaging Rules

To be awarded this qualification, competency must be demonstrated in **13 units** of competency, consisting of:

- **7 core units**

plus

- **6 elective units** of which:
 - up to **6** elective units may be chosen from the elective units listed below
 - up to **3** elective units may be chosen from a Certificate I qualification or above in this Training Package or another endorsed Training Package or accredited course, provided that the units chosen contribute to the vocational outcome of this qualification and do not duplicate the outcome of another unit chosen for the qualification.

Core units

Unit code	Unit title
Common - Environment	
AURAEA2002	Apply environmental and sustainability best practice in an automotive workplace
Common - Health and Safety	
AURASA2002	Apply safe working practices in an automotive workplace
Electrical - Technical - Electrical and Electronic	
AURETR2012	Test and repair basic electrical circuits
Electrical - Technical - Air Conditioning and HVAC	
AURETU2003	Service air conditioning and HVAC systems
AURETU3004	Diagnose and repair air conditioning and HVAC systems
AURETU3005	Retrofit and modify air conditioning and HVAC systems
Mechanical Miscellaneous - Technical	
AURTTA3018	Carry out diagnostic procedures

Elective units

Unit Code	Unit Title
Common - Sales and Marketing	
AURACA2001	Establish relations with customers
Common - Foundation Skills	
AURAF A2001	Use numbers in an automotive workplace
AURAF A2002	Read in an automotive workplace
AURAF A2003	Communicate effectively in an automotive workplace
Electrical - Technical - Electrical and Electronic	
AURETR2006	Carry out soldering of electrical wiring and circuits
AURETR2011	Install and test basic ancillary electrical components
Electrical - Technical - Air Conditioning and HVAC	
AURETU2001	Install air conditioning systems
AURETU4007	Overhaul air conditioning system components
Mechanical Miscellaneous - Technical	
AURTTA2004	Carry out servicing operations
AURTTA2009	Carry out pre-repair operations (mechanical)
Mechanical Miscellaneous - Technical - Cooling Systems	
AURTTC3003	Diagnose and repair cooling systems
Mechanical Miscellaneous - Technical - Engines	
AURTTE2004	Inspect and service engines
Mechanical Miscellaneous - Technical - Tools and Equipment	
AURTTK2002	Use and maintain workplace tools and equipment
Vehicle body - Technical	

Unit Code	Unit Title
AURVTA2001	Prepare vehicle, components and equipment for customer use

Custom Content Section

Not applicable.

AUR20312 Certificate II in Bicycle Mechanical Technology

Modification History

Release	Comment
Release 1	Replaces AUR20311 Certificate II in Bicycles

Description

This qualification covers the skills and knowledge required to perform a range of routine assembly and servicing tasks within the bicycle industry. It is suitable for entry into the bicycle retail, service and repair sector.

Job roles and employment outcomes

The Certificate II in Bicycle Mechanical Technology is intended to prepare new employees or develop existing workers who are performing bicycle service tasks in the bicycle industry.

Job roles related to this qualification include:

- bicycle assembler
- bicycle service technician
- assistant mechanic
- bicycle sales assistant.

Application

This qualification is suitable for an Australian Apprenticeship pathway.

Pathways Information

Pathways into the qualification

Credit will be granted towards this qualification to those who have completed relevant units of competency from AUR10112 Certificate I in Automotive Vocational Preparation in this Training Package or other relevant qualifications.

Pathways from the qualification

Further training pathways from this qualification include AUR30212 Certificate III in Bicycle Mechanical Operations, AUR31012 Certificate III in Automotive Sales, or other relevant qualifications.

Licensing/Regulatory Information

There are no specific licences that relate to this qualification. However, some units in this qualification may have licensing or regulatory requirements, depending on the work context. Local regulations should be checked for details.

Entry Requirements

This qualification may be accessed by direct entry.

Employability Skills Summary

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY

The following table contains a summary of the Employability Skills as identified by the Bicycle Retail, Service and Repair sector 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
Communication	<ul style="list-style-type: none"> • understanding and carrying out verbal instructions from supervisors and others • reading, understanding and completing workplace documentation, forms and records • sharing work-related information with other team members using industry terminology • communicating with people from a range of social, cultural and ethnic backgrounds
Teamwork	<ul style="list-style-type: none"> • contributing positively to the work team environment • working effectively with others in a socially diverse environment • respecting and understanding the views of others • giving, receiving and acting upon feedback • identifying and describing own role and role of others
Problem solving	<ul style="list-style-type: none"> • recognising a problem or a potential problem within a bicycle component or system or with equipment • seeking information and assistance to solve problems outside own area of responsibility • solving problems within own area of responsibility
Initiative and enterprise	<ul style="list-style-type: none"> • suggesting ideas for workplace improvement to supervisors and team members • positively adapting to changes in workplace procedures and making adjustments to improve own performance • taking positive action to report hazards or risk situations to supervisors
Planning and organising	<ul style="list-style-type: none"> • planning daily work tasks to work safely and manage risks according to workplace procedures • prioritising activities to achieve required outcomes • planning and organising appropriate equipment and materials

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY

	<ul style="list-style-type: none">• planning ahead to anticipate problems with availability of equipment, materials and personnel to assist
Self-management	<ul style="list-style-type: none">• following workplace safety requirements and other policies and procedures• completing known delegated tasks on time• selecting and using appropriate equipment, materials, processes and procedures• asking for advice and assistance when appropriate
Learning	<ul style="list-style-type: none">• identifying personal strengths and weaknesses• acting upon feedback and accept opportunities to learn to improve work performance• asking questions to gain information and identify sources of information to expand knowledge and understanding
Technology	<ul style="list-style-type: none">• appropriately setting up technological equipment• recognising and reporting faulty equipment• using appropriate tools and equipment• applying knowledge of operating principles of bicycle components and systems

Packaging Rules

To be awarded this qualification, competency must be demonstrated in **16 units** of competency, consisting of:

- **8 core units**

plus

- **8 elective units**, of which:

- up to **8** elective units may be chosen from the elective units listed below
- up to **3** elective units may be chosen from a Certificate II qualification or above in this Training Package, another endorsed Training Package or accredited course, provided that the units chosen contribute to the vocational outcome of this qualification and do not duplicate the outcome of another unit chosen for the qualification.

Core units

Unit code	Unit title
Common - Environment	
AURAEA2002	Apply environmental and sustainability best practice in an automotive workplace
Common - Foundation Skills	
AURAF2001	Use numbers in an automotive workplace
AURAF2002	Read in an automotive workplace
Common - Health and Safety	
AURASA2002	Apply safe working practices in an automotive workplace
Bicycle - Technical	
AURBTA2004	Assemble box bicycles for retail sale
Bicycle - Technical - Wheels and Tyres	
AURBTJ2001	Remove, repair and fit bicycle tyres
Bicycle - Technical - Accessories	
AURBTV2001	Fit and adjust bicycle accessories
Mechanical Miscellaneous - Technical - Tools and Equipment	

Unit code	Unit title
AURTTK2002	Use and maintain workplace tools and equipment

Elective units

Unit code	Unit title
Common - Sales and Marketing	
AURACA2001	Establish relations with customers
Common - Foundation Skills	
AURAF2003	Communicate effectively in an automotive workplace
AURAF2004	Solve routine problems in an automotive workplace
AURAF2005	Write routine texts in an automotive workplace
Common - Management, Leadership and Supervision	
AURAMA2001	Work effectively with others
AURAMA2002	Communicate business information
Common - Quality	
AURAQA2001	Contribute to quality work outcomes
Common - Technical	
AURATA2001	Identify basic automotive faults using troubleshooting processes
Bicycle - Sales and Marketing	
AURBCA2001	Work in a retail bicycle environment
AURBCA2002	Select and adjust bicycle to fit rider
Bicycle - Technical	
AURBTA2003	Assemble bicycles

Unit code	Unit title
Bicycle – Technical - Brakes	
AURBTB2001	Service and repair bicycle mechanical braking systems
AURBTB2002	Service bicycle hydraulic braking systems
Bicycle - Technical - Steering and Suspension	
AURBTD2001	Service bicycle steering systems
AURBTD2002	Service bicycle suspension systems
Bicycle - Technical - Wheels and Tyres	
AURBTJ2002	Service bicycle wheels and hubs
Bicycle - Technical - Tools and Equipment	
AURBTK2001	Use and maintain specialised bicycle repair tools
Bicycle - Technical - Driveline and Final Drives	
AURBTQ2001	Service bicycle drivetrain systems
Sales and Parts, Administration And Management - Administration	
AURSAA2001	Process customer complaints
Sales and Parts, Administration And Management - Sales and Marketing	
AURSCA2002	Present stock and sales area
AURSCA2003	Apply sales procedures
AURSCA2005	Sell products
AURSCA2006	Promote products and services
Mechanical Miscellaneous - Technical	
AURTTA2004	Carry out servicing operations
Mechanical Miscellaneous - Technical - Tools and Equipment	

Unit code	Unit title
AURTTK2001	Use and maintain measuring equipment in an automotive workplace
Imported Units	
BSBCUS301B	Deliver and monitor a service to customers
BSBFLM312C	Contribute to team effectiveness
BSBPRO401A	Develop product knowledge
BSBWOR202A	Organise and complete daily work activities
BSBWOR301B	Organise personal work priorities and development
MEM18001C	Use hand tools
MEM18002B	Use power tools/hand held operations
SIRXCCS202	Interact with customers
SIRXINV001A	Perform stock control procedures
SIRXINV002A	Maintain and order stock
TLIA3039A	Receive and store stock

Custom Content Section

Not applicable.

AUR20412 Certificate II in Automotive Electrical Technology

Modification History

Release	Comment
Release 1	Replaces AUR20408 Certificate II in Automotive Electrical Technology

Description

This qualification covers the skills and knowledge required to perform a range of tasks related to installation, assembly and servicing of electrical components/systems of motor vehicles within the automotive electrical installation, service and repair technology sector.

Job roles and employment outcomes

The Certificate II in Automotive Electrical Technology is intended to prepare prospective employees and existing workers who undertake service and repair of vehicle electrical components and systems in the automotive electrical industry. Work may include performing component/system fabricating, fitting or modifying operations of automotive aftermarket electrical componentry and installation.

Employment outcomes targeted by this qualification include:

- automotive electrical component installer
- automotive electrical trainee / assistant

Application

This qualification is suitable for an Australian Apprenticeship pathway.

Pathways Information

Pathways into the qualification

Credit may be granted towards this qualification by those who have completed relevant units of competency from AUR10112 Certificate I in Automotive Vocational Preparation in this Training Package or other relevant qualifications.

Pathways from the qualification

Further training pathways from this qualification include AUR30312 Certificate III in Automotive Electrical Technology, or other relevant qualifications.

Licensing/Regulatory Information

There are no specific licences that relate to this qualification. However, some units in this qualification may have licensing or regulatory requirements, depending on the work context. Local regulations should be checked for details.

Entry Requirements

This qualification may be accessed by direct entry.

Employability Skills Summary

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY

The following table contains a summary of the employability skills as identified by the automotive, service and repair sector 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
Communication	<ul style="list-style-type: none"> • understanding and carrying out verbal instructions from supervisors and others • reading, understanding and completing workplace documentation, forms and records • sharing work-related information with other team members using industry terminology • communicating with people from a range of social, cultural and ethnic backgrounds
Teamwork	<ul style="list-style-type: none"> • contributing positively to the work team environment • working effectively with others in a socially diverse environment • respecting and understanding the views of others • giving, receiving and acting upon feedback • identifying and describing own role and role of others
Problem solving	<ul style="list-style-type: none"> • recognising a problem or a potential problem within a vehicle component or system or with equipment • seeking information and assistance to solve problems outside own area of responsibility • solving problems within own area of responsibility
Initiative and enterprise	<ul style="list-style-type: none"> • suggesting ideas for workplace improvement to supervisors and team members • positively adapting to changes in workplace procedures and making adjustments to improve own performance • taking positive action to report hazards or risk situations to supervisors
Planning and organising	<ul style="list-style-type: none"> • planning daily work tasks to work safely and manage risks according to workplace procedures • prioritising activities to achieve required outcomes • planning and organising appropriate equipment and materials

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY

	<ul style="list-style-type: none">• planning ahead to anticipate problems with availability of equipment, materials and personnel to assist
Self-management	<ul style="list-style-type: none">• following workplace safety requirements and other policies and procedures• completing known delegated tasks on time• selecting and using appropriate equipment, materials, processes and procedures• asking for advice and assistance when appropriate
Learning	<ul style="list-style-type: none">• identifying personal strengths and weaknesses• acting upon feedback and accept opportunities to learn to improve work performance• asking questions to gain information and identify sources of information to expand knowledge and understanding
Technology	<ul style="list-style-type: none">• appropriately setting up technological equipment• recognising and reporting faulty equipment• using appropriate tools and equipment• applying knowledge of operating principles of vehicle components and systems

Packaging Rules

To be awarded this qualification, competency must be demonstrated in **16 units** of competency, consisting of:

- **10 core units**

plus

- **6 elective units**, of which:

- up to **6** elective units may be chosen from the elective units listed below
- up to **3** elective units may be chosen from a Certificate II qualification or above in this Training Package, another endorsed Training Package or accredited course, provided that the units chosen contribute to the vocational outcome of this qualification and do not duplicate the outcome of another unit chosen for the qualification.

Core units

Unit code	Unit title
Common - Environment	
AURAEA2002	Apply environmental and sustainability best practice in an automotive workplace
Common – Health and Safety	
AURASA2002	Apply safe working practices in an automotive workplace
Electrical – Technical – Tools and Equipment	
AURETK2002	Use and maintain automotive electrical test equipment
Electrical – Technical – Electrical and Electronic	
AURETR2006	Carry out soldering of electrical wiring and circuits
AURETR2007	Demonstrate knowledge of automotive electrical circuits and wiring systems
AURETR2008	Remove and replace electrical units and assemblies
AURETR2009	Install, test and repair vehicle lighting and wiring systems
AURETR2011	Install and test basic ancillary electrical components
AURETR2012	Test and repair basic electrical circuits
AURETR2015	Inspect and service batteries

Elective units

Unit code	Unit title
Common – Sales and Marketing	
AURACA2001	Establish relations with customers
Common - Foundation Skills	
AURAF2001	Use numbers in an automotive workplace
AURAF2002	Read in an automotive workplace
AURAF2003	Communicate effectively in an automotive workplace
AURAF2005	Write routine texts in an automotive workplace
Common – Management, Leadership and Supervision	
AURAMA2001	Work effectively with others
AURAMA2002	Communicate business information
Common - Technical	
AURATA2001	Identify basic automotive faults using troubleshooting processes
AURATA2002	Read and interpret engineering drawings
AURATA2003	Produce drawings from design concepts
Electrical – Technical – Tools and Equipment	
AURETK1001	Identify, select and use low voltage electrical test equipment
Electrical – Technical - Body	
AURETR2042	Remove, refit and test electrical componentry for operation following body repair activities
Electrical – Technical – Electrical and Electronic	
AURETR1003	Apply automotive electrical system fundamentals
AURETR2005	Install, test and repair electrical security systems and components

Unit code	Unit title
AURETR2010	Fabricate, test and repair wiring harnesses and looms
AURETR2013	Inspect and service charging systems
AURETR2014	Inspect and service starting systems
AURETR2016	Read and apply vehicle wiring schematics and drawings
AURETR3025	Test, charge and replace batteries
Electrical – Technical - Air Conditioning and HVAC	
AURETU2001	Install air conditioning systems
AURETU2002	Recover vehicle refrigerants
AURETU2003	Service air conditioning and HVAC systems
AURETU3004	Diagnose and repair air conditioning and HVAC systems
AURETU3005	Retrofit and modify air conditioning and HVAC systems
Outdoor Power Equipment – Technical - Electrical and Electronic	
AURPTR2002	Test and service outdoor electric powered equipment
Marine – Technical - Electrical and Electronic	
AURRTR1001	Inspect, service and maintain marine battery storage systems
Sales and Parts, Administration and Management – Sales and Marketing	
AURSCA2001	Select automotive parts and products
AURSCA2003	Apply sales procedures
Mechanical Miscellaneous – Technical	
AURTTA2004	Carry out servicing operations
AURTTA2008	Produce patterns and templates
AURTTA2009	Carry out pre-repair operations (mechanical)

Unit code	Unit title
AURTTA3018	Carry out diagnostic procedures
Mechanical Miscellaneous – Technical - Engines	
AURTTE2004	Inspect and service engines
Mechanical Miscellaneous – Technical – Tools and Equipment	
AURTTK2001	Use and maintain measuring equipment in an automotive workplace
AURTTK2002	Use and maintain workplace tools and equipment
Vehicle Body – Technical – Trimming and Upholstery	
AURVTT2003	Remove and replace vehicle interior trim components
AURVTT2004	Trim vehicle components
AURVTT2005	Select and apply trim and fabric materials
AURVTT2006	Select and apply trim and fabric adhesives
Vehicle Body – Technical - Welding, Grinding, Machining and Soldering	
AURVTW2003	Carry out gas metal arc welding procedures
AURVTW2008	Carry out oxy acetylene welding, thermal cutting and thermal heating procedures

Custom Content Section

Not applicable.

AUR20512 Certificate II in Automotive Servicing Technology

Modification History

Release	Comment
Release 1	Replaces AUR20505 Certificate II in Automotive Vehicle Servicing

Description

This qualification covers the skills and knowledge required to perform a range of servicing operations on light vehicles, heavy vehicles and/or motorcycles within an automotive service or repair business.

Job roles or employment outcomes

The Certificate II in Automotive Servicing Technology is intended to prepare new employees or recognise and develop existing workers who are performing servicing and maintenance of vehicles in an automotive service or repair business.

Employment outcomes targeted by this qualification include:

- automotive serviceperson.

Application

This qualification is suitable for an Australian Apprenticeship pathway.

Pathways Information

Pathways into the qualification

Credit may be granted towards this qualification by those who have completed AUR10112 Certificate I in Automotive Vocational Preparation or other relevant qualifications.

Pathways from the qualification

Further training pathways from this qualification include AUR30612 Certificate III in Light Vehicle Mechanical Technology or other relevant qualifications.

Licensing/Regulatory Information

There are no specific licences that relate to this qualification. However, some units in this qualification may have licensing or regulatory requirements. Local regulations should be checked for details.

Entry Requirements

This qualification may be accessed by direct entry.

Employability Skills Summary

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY	
<p>The following table contains a summary of the employability skills as identified by the automotive industry for this qualification. The employability skills facets described here are broad industry requirements that may vary depending on qualification packaging options.</p>	
Employability Skill	Industry/enterprise requirements for this qualification include:
Communication	<ul style="list-style-type: none"> • Understanding and carrying out verbal instructions from supervisors and others • Reading, understanding and completing workplace documentation, forms and records • Sharing work-related information with other team members using industry terminology • Communicating with people from a range of social, cultural and ethnic backgrounds
Teamwork	<ul style="list-style-type: none"> • Contributing positively to the work team environment • Working effectively with others in a socially diverse environment • Respecting and understanding the views of others • Giving, receiving and acting upon feedback • Identifying and describing own role and role of others
Problem solving	<ul style="list-style-type: none"> • Recognising a problem or a potential problem within a vehicle component/system servicing environment • Seeking information and assistance to solve problems outside own area of responsibility • Solving problems within own area of responsibility
Initiative and enterprise	<ul style="list-style-type: none"> • Suggesting ideas for workplace improvement to supervisors and team members • Positively adapting to changes in workplace procedures and making adjustments to improve own performance • Taking positive action to report hazards or risk situations to supervisors
Planning and organising	<ul style="list-style-type: none"> • Planning daily work tasks to work safely and manage risks according to workplace procedures • Prioritising activities to achieve required outcomes • Planning and organising appropriate equipment and materials • Planning ahead to anticipate problems with availability of

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY

The following table contains a summary of the employability skills as identified by the automotive 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:
	equipment, materials and personnel to assist
Self-management	<ul style="list-style-type: none">• Following workplace safety requirements and other policies and procedures• Completing known delegated tasks on time• Selecting and using appropriate equipment, materials, processes and procedures• Asking for advice and assistance when appropriate
Learning	<ul style="list-style-type: none">• Identifying personal strengths and weaknesses• Acting upon feedback and accepting opportunities to learn to improve work performance• Asking questions to gain information and identify sources of information to expand knowledge and understanding
Technology	<ul style="list-style-type: none">• Appropriately selecting and using tools and equipment• Recognising and reporting faulty equipment• Using information and communication technology

Packaging Rules

To be awarded this qualification, competency must be demonstrated in **20 units** of competency, consisting of:

- **13 core units**

plus

- **7 elective units**, of which:

- up to **7** elective units may be chosen from the elective units listed below
- up to **4** elective units may be chosen from a Certificate I qualification or above in this Training Package or another endorsed Training Package or accredited course, provided that the units chosen contribute to the vocational outcome of this qualification and do not duplicate the outcome of another unit chosen for the qualification.

Core units

Unit Code	Unit Title
Common - Environment	
AURAEA2002	Apply environmental and sustainability best practice in an automotive workplace
Common - Health and Safety	
AURASA2002	Apply safe working practices in an automotive workplace
Common - Technical	
AURATA2001	Identify basic automotive faults using troubleshooting processes
Electrical - Technical - Electrical and Electronic	
AURETR2015	Inspect and service batteries
Mechanical Miscellaneous - Technical	
AURTTA2004	Carry out servicing operations
Mechanical Miscellaneous - Technical - Brakes	
AURTTB2001	Inspect and service braking systems
Mechanical Miscellaneous - Technical - Cooling Systems	
AURTTC2001	Inspect and service cooling systems

Unit Code	Unit Title
Mechanical Miscellaneous - Technical - Steering and Suspension	
AURTTD2002	Inspect and service steering systems
AURTTD2004	Inspect and service suspension systems
Mechanical Miscellaneous - Technical - Engines	
AURTTE2004	Inspect and service engines
Mechanical Miscellaneous - Technical - Tools and Equipment	
AURTTK2002	Use and maintain workplace tools and equipment
Mechanical Miscellaneous - Technical - Driveline and Final Drives	
AURTTQ2001	Service final drive assemblies
AURTTQ2003	Service final drive (driveline)

Elective units

Unit Code	Unit Title
Common - Sales and Marketing	
AURACA2001	Establish relations with customers
Common - Foundation Skills	
AURAF2001	Use numbers in an automotive workplace
AURAF2002	Read in an automotive workplace
AURAF2003	Communicate effectively in an automotive workplace
Electrical - Technical - Electrical and Electronic	
AURETR2012	Test and repair basic electrical circuits
AURETH3001	Depower battery electric vehicles

Unit Code	Unit Title
AURETR3025	Test, service and charge batteries
Mechanical - Light Vehicle - Technical - Wheels and Tyres	
AURLTJ2001	Select tyres and rims for specific applications (light)
AURLTJ2002	Remove, inspect, repair and fit tyres and tubes (light)
AURLTJ2003	Remove, inspect, and refit light vehicle wheel assemblies
Mechanical Miscellaneous - Technical	
AURTTA2006	Service hydraulic systems
AURTTA2009	Carry out pre-repair operations (mechanical)
Mechanical Miscellaneous - Technical - Fuel Systems	
AURTTF2001	Service petrol fuel systems
AURTTF2002	Service diesel fuel injection systems
Mechanical Miscellaneous - Technical - Wheels and Tyres	
AURTTJ2001	Balance wheels and tyres
Mechanical Miscellaneous - Technical - Alternative Fuels	
AURTTL3007	Service LPG fuel systems
Mechanical Miscellaneous - Technical -Transmission	
AURTTX2002	Inspect and service transmissions (manual)
AURTTX2003	Inspect and service transmissions (automatic)
AURTTX2004	Service transmissions (hydrostatic)
AURTTX2005	Inspect and service clutch systems
Mechanical Miscellaneous - Technical - Emission and Exhaust	
AURTTZ2001	Inspect and service emission control systems

Custom Content Section

Not applicable.

AUR20612 Certificate II in Marine Mechanical Technology

Modification History

Release	Comment
Release 1	Replaces AUR20611 Certificate II in Marine

Description

This qualification covers the skills and knowledge required to perform a limited range of mechanical service tasks within the marine industry. It is suitable for entry into the marine mechanical service and repair sector.

Job roles and employment outcomes

The employment outcomes of Certificate II in Marine Mechanical Technology would see an individual working in the marine mechanical service and repair industry.

The marine service technician would be typically involved in tasks involving defined and known routines, methods and procedures and providing solutions to a limited range of predictable problems. Some complex and non-routine activities involving autonomy and judgement in structured and stable contexts may be expected.

Application

This qualification is suitable for an Australian Apprenticeship pathway.

Pathways Information

Pathways into the qualification

Credit will be granted towards this qualification by those who have completed AUR10112 Certificate I in Automotive Vocational Preparation or other relevant qualifications.

Pathways from the qualification

Further training pathways from this qualification include AUR30512 Certificate III in Marine Mechanical Technology or other relevant qualifications.

Licensing/Regulatory Information

There are no specific licences that relate to this qualification. However, some units in this qualification may have licensing or regulatory requirements, depending on the work context. Local regulations should be checked for details.

Entry Requirements

This qualification may be accessed by direct entry.

Employability Skills Summary

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY

The following table contains a summary of the Employability Skills as identified by the Marine service and repair 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:
Communication	<ul style="list-style-type: none"> • understanding and carrying out verbal instructions from supervisors and others • reading and understanding workplace documents • completing written workplace documentation, forms, logs and diaries • sharing work-related information with other team members • communicating with people from a range of social, cultural and ethnic backgrounds • seeking and acting upon feedback
Teamwork	<ul style="list-style-type: none"> • contributing positively to the work team environment • working effectively with others in a socially diverse environment • respecting and understanding the views of others • giving and receiving feedback
Problem solving	<ul style="list-style-type: none"> • recognising a problem or a potential problem within a marine component or system or with equipment • seeking information and assistance to solve problems outside own area of responsibility • solving problems within own area of responsibility
Initiative and enterprise	<ul style="list-style-type: none"> • making adjustments to improve own performance • suggesting ideas for workplace improvement to supervisors and team members • positively adapting to changes in workplace procedures or arrangements • taking positive action to report hazards or risk situations to supervisors
Planning and organising	<ul style="list-style-type: none"> • understanding how own job role fits into the wider workplace context • planning daily work tasks to work safely and manage risks according to workplace procedures

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY

Self-management	<ul style="list-style-type: none">• following workplace safety requirements and other policy and procedures• managing own time• completing known delegated tasks on time• completing non-routine tasks as requested• selecting appropriate equipment and materials• asking for advice and assistance
Learning	<ul style="list-style-type: none">• identifying personal strength and weaknesses• positively accepting opportunities to learn• acting upon feedback to improve work performance• asking questions to gain information
Technology	<ul style="list-style-type: none">• appropriately setting up technological equipment• using workplace diagnosis technology• recognising and reporting faulty equipment

Packaging Rules

To be awarded this qualification, competency must be demonstrated in **18 units** of competency, consisting of:

- **12 core units** listed below

plus

- **6 elective units**, of which:
 - up to **6** elective units may be chosen from the elective units listed below
 - up to **3** elective units may be chosen from a Certificate II qualification or above in this Training Package, another endorsed Training Package or accredited course, provided that the units chosen contribute to the vocational outcome of this qualification and do not duplicate the outcome of another unit chosen for the qualification.

Core units

Unit code	Unit title
Common - Foundation Skills	
AURAF2001	Use numbers in an automotive workplace
AURAF2002	Read in an automotive workplace
AURAF2005	Write routine texts in an automotive workplace
Common - Health and Safety	
AURASA2002	Apply safe working practices in an automotive workplace
Marine - Environment	
AURREA2001	Apply environmental and sustainability best practice in a marine workplace
Marine - Technical - Engines	
AURRTE2002	Service outboard engines and components
AURRTE2003	Service inboard engines and components
Marine - Technical - Driveline and Final Drives	
AURRTQ2001	Service inboard propeller drive systems
AURRTQ2002	Service jet drive propulsion systems

Unit code	Unit title
Marine - Technical - Transmissions	
AURRTX2001	Service marine outboard and stern drive transmissions
AURRTX2002	Service marine inboard transmissions
Mechanical Miscellaneous - Technical - Tools and Equipment	
AURTTK2002	Use and maintain workplace tools and equipment

Elective units

Unit code	Unit title
Common - Foundation Skills	
AURAF2003	Communicate effectively in an automotive workplace
AURAF2004	Solve routine problems in an automotive workplace
Common - Management, Leadership and Supervision	
AURAMA2001	Work effectively with others
AURAMA2002	Communicate business information
Common - Quality	
AURAQA2001	Contribute to quality work outcomes
Electrical - Technical - Tools and Equipment	
AURETK1001	Identify, select and use low voltage electrical test equipment
AURETK2002	Use and maintain automotive electrical test equipment
Electrical - Technical - Electrical and Electronic	
AURETR1003	Apply automotive electrical system fundamentals
AURETR2006	Carry out soldering of electrical wiring and circuits

Unit code	Unit title
AURETR2009	Install, test and repair vehicle lighting and wiring systems
AURETR2011	Install and test basic ancillary electrical components
AURETR2012	Test and repair basic electrical circuits
AURETR2015	Inspect and service batteries
AURETR3025	Test, charge and replace batteries
Mechanical - Light Vehicle - Technical	
AURLTA1001	Apply automotive mechanical system fundamentals
Marine	
AURRGA3003	Moor a motor-driven vessel
Marine - Technical	
AURRTA2001	Service deck, hull and cabin equipment
AURRTA3005	Repair deck, hull and cabin equipment
AURRTA3006	Water test a vessel
Marine - Technical - Engines	
AURRTE1001	Prepare outboard engines for wet-run testing
AURRTE3006	Diagnose and repair outboard engines and components
AURRTE3007	Diagnose and repair inboard engines and components
AURRTE3010	Water test engines in tanks
Marine - Technical - Electrical and Electronic	
AURRTR1001	Inspect, service and maintain marine battery storage systems
AURRTR3004	Install marine electrical systems and components
Mechanical Miscellaneous - Technical	

Unit code	Unit title
AURTTA2005	Select and use bearings, seals, gaskets, sealants and adhesives
AURTTA2010	Service and repair trailers up to 4.5 tonnes
Mechanical Miscellaneous - Technical - Brakes	
AURTTB2001	Inspect and service braking systems
Mechanical Miscellaneous - Technical - Engines	
AURTTE2004	Inspect and service engines
Mechanical Miscellaneous - Technical - Fuel Systems	
AURTTF2002	Service diesel fuel injection systems
AURTTF3005	Inspect and repair engine forced induction systems
Mechanical Miscellaneous - Technical - Tools and Equipment	
AURTTK2001	Use and maintain measuring equipment in an automotive workplace
Vehicle Body - Technical - Welding, Grinding, Machining and Soldering	
AURVTW2001	Carry out manual metal arc welding procedures
AURVTW2003	Carry out gas metal arc welding procedures
AURVTW2008	Carry out oxy acetylene welding, thermal cutting and thermal heating procedures
Imported Units	
BSBFLM312C	Contribute to team effectiveness
BSBWOR202A	Organise and complete daily work activities
TLID1001A	Shift materials safely using manual handling methods

Custom Content Section

Not applicable.

AUR20712 Certificate II in Automotive Vocational Preparation

Modification History

Release	Comment
Release 1	New qualification
Release 2	Unit Titles Changed: AURJTJ2001 - Remove, inspect and fit motorcycle wheel assemblies AURLTJ2003 - Remove, inspect and refit light vehicle wheel assemblies.
Release 3	20 new imported units added to elective bank: AURAF009 Carry out research into the automotive industry AURETK003 Operate electrical test equipment AURETR046 Remove and refit vehicle batteries AURETR047 Recharge vehicle batteries AURETR048 Construct and test basic electronic circuits AURTTA027 Carry out basic vehicle servicing operations AURTTB007 Remove and replace brake assemblies AURTTTC004 Remove and replace radiators AURTTD006 Remove and replace vehicle front suspension springs AURTTD007 Remove and replace steering assemblies AURTTE006 Remove and replace conventional engine assemblies AURTTE007 Dismantle and assemble single cylinder four-stroke petrol engines AURTTE008 Dismantle and assemble multi-cylinder four-stroke petrol engines AURTTE009 Remove and replace engine cylinder heads AURTTJ003 Remove and replace wheel and tyre assemblies AURTTX012 Dismantle and assemble conventional manual

	<p>transmissions</p> <p>AURTTX013 Remove and replace clutch assemblies</p> <p>AURVTA005 Clean vehicles</p> <p>AURVTP029 Prepare surface and prime repaired body panels</p> <p>AURTTW010 Set up and use welding equipment</p>
--	--

Description

This qualification covers the skills and knowledge required to perform a limited range of tasks related to familiarisation and inspection of mechanical and electrical components and systems of cars, heavy vehicles, outdoor power equipment, bicycles, marine craft and motorcycles. This qualification also covers the skills and knowledge required to perform minor maintenance and repair of an automotive vehicle body. The range of technical skills and knowledge is limited.

Job roles and employment outcomes

The Certificate II in Automotive Vocational Preparation prepares prospective employees to undertake work in the broader automotive industry.

Job roles related to this qualification include:

- trades assistant
- vehicle service assistant
- automotive service assistant
- trainee serviceperson
- automotive trainee.

Application

This qualification provides individuals with an introduction to the automotive industry as well as some of the basic skills needed. It is an appropriate level for an individual undertaking work experience, or in a probationary period in employment.

The qualification is particularly applicable to school-based studies as an entry-level pathway to employment, and is suitable as an Australian traineeship or apprenticeship pathway.

Pathways Information

Pathways into the qualification

Credit may be granted towards this qualification by those who have completed AUR10112 Certificate I in Automotive Vocational Preparation or other relevant qualifications.

Pathways from the qualification

Further training pathways from this qualification include AUR12 Training Package Certificate III qualifications or other relevant qualifications.

Licensing/Regulatory Information

There are no specific licences that relate to this qualification. However, some units in this qualification may have licensing or regulatory requirements. Local regulations should be checked for details.

Entry Requirements

This qualification may be accessed by direct entry.

Employability Skills Summary

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY

The following table contains a summary of the Employability Skills as identified by the automotive retail, service and repair 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:
Communication	<ul style="list-style-type: none"> • understanding and carrying out verbal instructions from supervisors and others • reading and understanding workplace documents • completing written workplace documentation, forms, logs and diaries • sharing work-related information with other team members • communicating with people from a range of social, cultural and ethnic backgrounds • seeking and acting on feedback
Teamwork	<ul style="list-style-type: none"> • contributing positively to the work team environment • working effectively with others in a socially diverse environment • respecting and understanding the views of others • giving and receiving feedback
Problem solving	<ul style="list-style-type: none"> • recognising a problem or potential problem with automotive component, system or equipment • seeking information and assistance to solve problems outside own area of responsibility • solving problems in own area of responsibility
Initiative and enterprise	<ul style="list-style-type: none"> • making adjustments to improve own performance • suggesting ideas for workplace improvement to supervisors and team members • positively adapting to changes in workplace procedures and arrangements • taking positive action to report hazards or risk situations to supervisors
Planning and organising	<ul style="list-style-type: none"> • understanding how own job role fits into the wider workplace context • planning daily work tasks to work safely and manage risks

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY

	according to workplace procedures
Self-management	<ul style="list-style-type: none">• following workplace safety requirements and other policy and procedures• managing own time• completing known delegated tasks on time• completing non-routine tasks as requested• selecting appropriate equipment and materials• asking for advice and assistance
Learning	<ul style="list-style-type: none">• identifying personal strengths and weaknesses• positively accepting opportunities to learn• acting on feedback to improve work performance• asking questions to gain information
Technology	<ul style="list-style-type: none">• appropriately setting up technological equipment• using workplace diagnosis technology• recognising and reporting faulty equipment

Packaging Rules

To be awarded this qualification, competency must be demonstrated in **12 units of competency, consisting of:**

- **7 core units**
- plus
- **5 elective units**, of which:
 - up to **5** elective units may be chosen from the elective units listed below
 - up to **2** elective units may be chosen from a Certificate I or Certificate II qualification in this Training Package or another endorsed Training Package or accredited course, provided that the units chosen contribute to the vocational outcome of this qualification and do not duplicate the outcome of another unit chosen for the qualification.

Core units

Unit code	Unit title
Common – Environment	
AURAEA2002	Apply environmental and sustainability best practice in an automotive workplace
Common – Foundation Skills	
AURAF2003	Communicate effectively in an automotive workplace
AURAF2004	Solve routine problems in an automotive workplace
Common – Health and Safety	
AURASA2002	Apply safe working practices in an automotive workplace
Electrical – Technical – Electrical and Electronic	
AURETR1003	Apply automotive electrical system fundamentals
Mechanical – Light Vehicle – Technical	
AURLTA1001	Apply automotive mechanical system fundamentals
Mechanical Miscellaneous – Technical – Tools and Equipment	
AURTTK2002	Use and maintain workplace tools and equipment

Elective units

Unit code	Unit title
Common – Foundation Skills	
AURAF2005	Write routine texts in an automotive workplace
Common – Management, Leadership and Supervision	
AURAMA2001	Work effectively with others
Common – Quality	
AURAQA2001	Contribute to quality work outcomes
Bicycle – Technical	
AURBTA1001	Remove and tag bicycle components
Bicycle – Technical – Wheels and Tyres	
AURBTJ2001	Remove, repair and fit bicycle tyres
Bicycle – Technical – Tools and Equipment	
AURBTK2001	Use and maintain specialised bicycle repair tools
Bicycle – Technical – Driveline and Final Drives	
AURBTQ2001	Service bicycle drivetrain systems
Bicycle – Technical – Accessories	
AURBTV2001	Fit and adjust bicycle accessories
Electrical – Technical – Tools and Equipment	
AURETK1001	Identify, select and use low voltage electrical test equipment
Electrical – Technical – Electrical and Electronic	
AURETR1001	Remove and tag automotive electrical system components
AURETR1002	Test, service and maintain battery storage systems

Unit code	Unit title
AURETR2006	Carry out soldering of electrical wiring and circuits
AURETR2009	Install, test and repair vehicle lighting and wiring systems
AURETR2015	Inspect and service batteries
Mechanical – Heavy Vehicle – Technical – Steering and Suspension	
AURHTD2001	Inspect and service heavy commercial vehicle suspension systems
Mechanical – Heavy Vehicle – Technical – Fuel Systems	
AURHTF2001	Inspect heavy commercial vehicle fuel systems and components
Mechanical – Heavy Vehicle – Technical – Wheels and Tyres	
AURHTJ1001	Inspect heavy commercial vehicle wheels and tyres
Mechanical – Heavy Vehicle – Technical – Driveline and Final Drives	
AURHTQ2001	Inspect heavy commercial vehicle driveline components
Mechanical – Motorcycle – Technical	
AURJTA1001	Perform minor adjustments to motorcycles
AURJTA1002	Remove and replace motorcycle components and accessories
Mechanical – Motorcycle – Technical – Steering and Suspension	
AURJTD2001	Inspect and service motorcycle suspension systems
AURJTD2002	Inspect and service motorcycle steering systems
Mechanical – Motorcycle – Technical – Wheels and Tyres	
AURJTJ2001	Remove, inspect and fit motorcycle wheel assemblies
Mechanical – Light Vehicle – Technical – Wheels and Tyres	
AURLTJ2003	Remove, inspect and refit light vehicle wheel assemblies
Outdoor Power Equipment – Technical	

Unit code	Unit title
AURPTA1001	Carry out pre-repair operations to outdoor power equipment
AURPTA1002	Perform minor adjustments to outdoor power equipment
AURPTA2003	Service and repair rotary cutting systems
AURPTA2006	Service line trimming systems and components
Outdoor Power Equipment – Technical – Engines	
AURPTE2002	Service engines and engine components (outdoor power equipment)
Marine – Technical – Engines	
AURRTE1001	Prepare outboard engines for wet-run testing
AURRTE2002	Service outboard engines and components
Marine – Technical – Driveline and Final Drives	
AURRTQ2001	Service inboard propeller drive systems
AURRTQ2002	Service jet drive propulsion systems
Marine – Technical – Electrical and Electronic	
AURRTR1001	Inspect, service and maintain marine battery storage systems
Mechanical Miscellaneous – Technical	
AURTTA1001	Remove and tag steering, suspension and brake system components
AURTTA1002	Carry out workshop practice activities
AURTTA1003	Use and maintain basic measuring devices
AURTTA2004	Carry out servicing operations
AURTTA2005	Select and use bearings, seals, gaskets, sealants and adhesives
AURTTA2009	Carry out pre-repair operations (mechanical)
Mechanical Miscellaneous – Technical – Engines	

Unit code	Unit title
AURTTE1003	Remove and tag engine system components
Mechanical Miscellaneous – Technical – Driveline and Final Drives	
AURTTQ2002	Remove and refit driveline components
Vehicle Body – Technical – Tools and Equipment	
AURVTK2001	Use and maintain vehicle body repair hand tools
Vehicle Body – Technical – Body	
AURVTN2003	Carry out pre-repair vehicle body operations
Vehicle Body – Technical – Paint	
AURVTP2006	Prepare vehicle components for paint repairs
AURVTP2008	Clean and polish vehicle exterior paint
Vehicle Body – Technical – Trimming and Upholstery	
AURVTT2008	Clean and finish vehicle interior trim and seats
Imported Units	
AURAF009	Carry out research into the automotive industry
AURETK003	Operate electrical test equipment
AURETR046	Remove and refit vehicle batteries
AURETR047	Recharge vehicle batteries
AURETR048	Construct and test basic electronic circuits
AURTTA027	Carry out basic vehicle servicing operations
AURTTB007	Remove and replace brake assemblies
AURTTC004	Remove and replace radiators
AURTTD006	Remove and replace vehicle front suspension springs

Unit code	Unit title
AURTTD007	Remove and replace steering assemblies
AURTTE006	Remove and replace conventional engine assemblies
AURTTE007	Dismantle and assemble single cylinder four-stroke petrol engines
AURTTE008	Dismantle and assemble multi-cylinder four-stroke petrol engines
AURTTE009	Remove and replace engine cylinder heads
AURTTJ003	Remove and replace wheel and tyre assemblies
AURTTX012	Dismantle and assemble conventional manual transmissions
AURTTX013	Remove and replace clutch assemblies
AURVTA005	Clean vehicles
AURVTP029	Prepare surface and prime repaired body panels
AURVTW010	Set up and use welding equipment

Custom Content Section

Not applicable.

AUR20812 Certificate II in Outdoor Power Equipment Technology

Modification History

Release	Comment
Release 1	Replaces AUR20811 Certificate II in Outdoor Power Equipment

Description

This qualification covers the skills and knowledge required to perform a limited range of service and repair tasks on outdoor power equipment. It is suitable for entry into the outdoor power equipment service and repair sector.

Job roles and employment outcomes

The Certificate II in Outdoor Power Equipment Technology is intended to prepare new employees or develop existing workers to perform a limited range of service and repair tasks in the outdoor power equipment industry.

Job outcomes targeted by this qualification include:

- service technicians

Application

This qualification is suitable for an Australian Apprenticeship pathway.

Pathways Information

Pathways into the qualification

Credit may be granted towards this qualification by those who have completed AUR10112 Certificate I in Automotive Vocational Preparation or other relevant qualifications.

Pathways from the qualification

Further training pathways from this qualification include AUR30712 Certificate III in Outdoor Power Equipment Technology, AUR31012 Certificate III in Automotive Sales, or other relevant qualifications.

Licensing/Regulatory Information

There are no specific licences that relate to this qualification. However, some units in this qualification may have licensing or regulatory requirements, depending on the work context. Local regulations should be checked for details.

Entry Requirements

This qualification may be accessed by direct entry.

Employability Skills Summary

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY

The following table contains a summary of the employability skills as identified by the outdoor power equipment 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
Communication	<ul style="list-style-type: none"> • understanding and carrying out verbal instructions from supervisors and others • reading, understanding and completing workplace documentation, forms and records • sharing work-related information with other team members using industry terminology • communicating with people from a range of social, cultural and ethnic backgrounds
Teamwork	<ul style="list-style-type: none"> • contributing positively to the work team environment • working effectively with others in a socially diverse environment • respecting and understanding the views of others • giving, receiving and acting upon feedback • identifying and describing own role and role of others
Problem solving	<ul style="list-style-type: none"> • recognising a problem or a potential problem within a sales and customer service environment • seeking information and assistance to solve problems outside own area of responsibility • solving problems within own area of responsibility
Initiative and enterprise	<ul style="list-style-type: none"> • suggesting ideas for workplace improvement to supervisors and team members • positively adapting to changes in workplace procedures and making adjustments to improve own performance • taking positive action to report hazards or risk situations to supervisors
Planning and organising	<ul style="list-style-type: none"> • planning daily work tasks to work safely and manage risks according to workplace procedures • prioritising activities to achieve required outcomes • planning and organising appropriate equipment and materials

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY

The following table contains a summary of the employability skills as identified by the outdoor power equipment 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
	<ul style="list-style-type: none">• planning ahead to anticipate problems with availability of equipment, materials and personnel to assist
Self-management	<ul style="list-style-type: none">• following workplace safety requirements and other policies and procedures• completing known delegated tasks on time• selecting and using appropriate equipment, materials, processes and procedures• asking for advice and assistance when appropriate
Learning	<ul style="list-style-type: none">• identifying personal strengths and weaknesses• acting upon feedback and accepting opportunities to learn to improve work performance• asking questions to gain information and identify sources of information to expand knowledge and understanding
Technology	<ul style="list-style-type: none">• appropriately setting up technological equipment• using tools and equipment efficiently and safely• recognising and reporting faulty equipment• using information and communication technology• applying knowledge of outdoor power equipment components and operating principles

Packaging Rules

To be awarded this qualification, competency must be demonstrated in **16 units** of competency, consisting of:

- **8 core units** listed below

plus

- **8 elective units**, of which:
 - up to **8** elective units may be chosen from the elective units listed below
 - up to **3** elective units may be chosen from a Certificate II qualification or above in this Training Package or another endorsed Training Package or accredited course, provided that the units chosen contribute to the vocational outcome of this qualification and do not duplicate the outcome of another unit chosen for the qualification.

Core units

Unit code	Unit title
Common - Environment	
AURAEA2002	Apply environmental and sustainability best practice in an automotive workplace
Common - Foundation Skills	
AURAF2001	Use numbers in an automotive workplace
AURAF2002	Read in an automotive workplace
Common - Health and Safety	
AURASA2002	Apply safe working practices in an automotive workplace
Electrical - Technical - Electrical and Electronic	
AURETR2006	Carry out soldering of electrical wiring and circuits
AURETR2015	Inspect and service batteries
Outdoor Power Equipment - Technical - Engines	
AURPTE2002	Service engines and engine components (outdoor power equipment)
Mechanical Miscellaneous - Technical - Tools and Equipment	
AURTTK2002	Use and maintain workplace tools and equipment

Elective units

Unit code	Unit title
Outdoor Power Equipment - Technical	
AURPTA1001	Carry out pre-repair operations to outdoor power equipment
AURPTA1002	Perform minor adjustments to outdoor power equipment
AURPTA2003	Service and repair rotary cutting systems
AURPTA2004	Service and repair drum cutting systems
AURPTA2005	Service and repair chainsaw cutting systems
AURPTA2006	Service line trimming systems and components
AURPTA2007	Service and repair post-boring systems
AURPTA2008	Service and repair post-hole digging systems
AURPTA2009	Service and repair reciprocating cutting systems
AURPTA2010	Service pumping systems
AURPTA3011	Repair pumping systems
Outdoor Power Equipment - Technical - Engines	
AURPTE3003	Repair engines and engine components (outdoor power equipment)
Outdoor Power Equipment - Technical - Electrical and Electronic	
AURPTR3001	Test and service 240v portable generators

Custom Content Section

Not applicable.

AUR20912 Certificate II in Automotive Body Repair Technology

Modification History

Release	Comment
Release 1	Replaces AUR20905 Certificate II in Automotive Vehicle Body

Description

This qualification covers the skills and knowledge required to perform a range of basic tasks when repairing and maintaining the automotive body of cars and other vehicles.

Job roles and employment outcomes

The Certificate II in Automotive Body Repair Technology prepares new employees or recognises and develops existing workers who perform repair and maintenance operations in an automotive repair facility.

Job roles related to this qualification include:

- vehicle body repair assistant
- vehicle paint-less dent repair assistant
- vehicle painter assistant
- vehicle trimmer assistant
- vehicle glazing assistant
- vehicle dismantler
- vehicle detailer
- vehicle body assembler
- vehicle tinter

Application

This qualification is suitable for an Australian apprenticeship pathway.

Pathways Information

Pathways into the qualification

Credit may be granted towards this qualification by those who have completed AUR10112 Certificate I in Automotive Vocational Preparation or other relevant qualifications.

Pathways from the qualification

Further training pathways from this qualification include any of the four streams in AUR32112 Certificate III in Automotive Body Repair Technology or other relevant qualifications.

Licensing/Regulatory Information

Some jurisdictions require this qualification for licensing purposes. In addition some units in this qualification may have licensing or regulatory requirements, depending on the work context. Local regulations should be checked for details.

Entry Requirements

This qualification may be accessed by direct entry.

Employability Skills Summary

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY	
The following table contains a summary of the Employability Skills required by 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:
Communication	<ul style="list-style-type: none">• gathering, conveying and receiving verbal and written information• listening and understanding workplace instructions
Teamwork	<ul style="list-style-type: none">• working with colleagues and supervisors to contribute to organisational goals
Problem solving	<ul style="list-style-type: none">• solving routine problems related to hazards in the workplace, while under direct supervision• checking own work to ensure errors are minimal and work flow is maintained
Initiative and enterprise	<ul style="list-style-type: none">• raising workplace health and safety (WHS) issues with the WHS officer• recognising and responding to circumstances outside of personal competence
Planning and organising	<ul style="list-style-type: none">• planning own work schedule to ensure tasks are completed on time• setting, monitoring and satisfying personal work goals
Self-management	<ul style="list-style-type: none">• behaving in ways that contribute to an effective and safe work environment• identifying own roles and responsibilities
Learning	<ul style="list-style-type: none">• listening to ideas and opinions of other members of the team• following safety procedures
Technology	<ul style="list-style-type: none">• operating a range of tools and equipment or specific machinery

Packaging Rules

To be awarded this qualification, competency must be demonstrated in **13 units** of competency consisting of:

- **5 core units**

plus

- **3 specialist elective units** in **one** of the selected specialist groups relating to occupational streams

plus

- **5 general elective units**, of which:
 - up to **5** elective units may be chosen from the elective units listed below
 - up to **3** elective units may be chosen from a Certificate II qualification or above in this Training Package or another endorsed Training Package or accredited course, provided that the units chosen contribute to the vocational outcome of this qualification and do not duplicate the outcome of another unit chosen for the qualification.

Core units

Unit code	Unit title
Common - Foundation Skills	
AURFA2002	Read in an automotive workplace
Common – Management, Leadership and Supervision	
AURAMA2001	Work effectively with others
Common – Health and Safety	
AURASA2002	Apply safe working practices in an automotive workplace
Mechanical Miscellaneous – Technical – Tools and Equipment	
AURTTK2002	Use and maintain workplace tools and equipment
Vehicle Body – Environment – Body	
AURVEN2001	Apply environmental regulations and best practice in the body repair industry

Specialist elective units

Group A: Auto Body Repair

Unit code	Unit title
Vehicle Body – Technical – Body	
AURVTN2002	Carry out panel repairs
AURVTN2003	Carry out pre-repair vehicle body operations
AURVTN3016	Repair body panels incorporating filler

Group B: Paint-Less Dent Repair

Unit code	Unit title
Vehicle Body – Technical – Body	
AURVTN3013	Carry out paint-less dent repairs
Vehicle Body – Technical – Paint	
AURVTP3020	Carry out denibbing, buffing and polishing
Vehicle Body – Technical – Trimming and Upholstery	
AURVTT2003	Remove and replace vehicle interior trim components

Group C: Automotive Painting

Unit code	Unit title
Vehicle Body – Technical – Paint	
AURVTP2001	Apply paint removal methods
AURVTP2003	Prepare spray painting materials and equipment
AURVTP2006	Prepare vehicle components for paint repairs

Group D: Automotive Trimming

Unit code	Unit title
Vehicle Body – Technical – Trimming and Upholstery	

Unit code	Unit title
AURVTT2002	Carry out trim repairs and alterations
AURVTT2003	Remove and replace vehicle interior trim components
AURVTT2004	Trim vehicle components

Group E: Automotive Glazing

Unit code	Unit title
Vehicle Body – Technical – Glazing	
AURVTG2002	Remove and install rubber glazed windscreens
AURVTG2004	Remove and install direct glazed windscreens
AURVTG3009	Remove and install fixed body glass

Group F: Automotive Dismantling

Unit code	Unit title
Vehicle Body – Regulatory or Legal – Body	
AURVLN2001	Apply legal requirements for vehicle dismantlers
Vehicle Body – Technical – Body	
AURVTN2007	Remove salvageable components
AURVTN2037	Disassemble and test vehicle units and components

Group G: Automotive Detailing

Unit code	Unit title
Vehicle Body – Technical	
AURVTA2001	Prepare vehicle, components and equipment for customer use
Vehicle Body – Technical – Body	

Unit code	Unit title
AURVTN2008	Clean vehicle body and door cavities
Vehicle Body – Technical – Trimming and Upholstery	
AURVTT2008	Clean and finish vehicle interior trim and seats

Group H: Vehicle Body Assembling

Unit code	Unit title
Electrical – Technical – Body	
AURETR2042	Remove, refit and test electrical componentry for operation following body repair activities
Vehicle Body – Technical – Body	
AURVTN2004	Remove, replace and realign bolt-on panels, sections and fittings
Vehicle Body – Technical – Trimming and Upholstery	
AURVTT2009	Remove and replace seats and internal fittings

Group I: Vehicle Tinting

Unit code	Unit title
Vehicle Body – Technical	
AURVTA2001	Prepare vehicle, components and equipment for customer use
Vehicle Body – Technical – Glazing	
AURVTG2006	Apply window tinting
Vehicle Body – Technical – Trimming and Upholstery	
AURVTT2003	Remove and replace vehicle interior trim components

General elective units

Unit code	Unit title
-----------	------------

Common – Foundation Skills	
AURAF2001	Use numbers in an automotive workplace
Electrical – Technical – Hybrid Vehicle and Battery Electric Vehicle	
AURETH3001	Depower battery electric vehicles
Electrical – Technical – Electrical and Electronic	
AURETR3025	Test, charge and replace batteries
Mechanical – Light Vehicle – Technical – Wheels and Tyres	
AURLTJ2003	Remove, inspect, and refit light vehicle wheel assemblies
Electrical – Technical – Air Conditioning and HVAC	
AURETU2002	Recover vehicle refrigerants
Vehicle Body – Technical	
AURVTA2001	Prepare vehicle, components and equipment for customer use
Vehicle Body – Technical – Glazing	
AURVTG2001	Repair laminated glass
AURVTG2003	Remove and install butyl sealed windscreens
AURVTG2007	Clean glass surfaces
AURVTG3010	Remove and install movable body glass
AURVTG3011	Install side windows
Vehicle Body – Technical – Tools and Equipment	
AURVTK2001	Use and maintain vehicle body repair hand tools
Vehicle Body – Technical – Body	
AURVTN2004	Remove, replace and realign bolt-on panels, sections and fittings
AURVTN2005	Remove and fit protector mouldings, transfers and decals

AURVTN2009	Clean vehicle engine and engine compartment
AURVTN2010	Clean vehicle underbody
AURVTN2011	Remove and install rear vision mirrors
Vehicle Body – Technical – Paint	
AURVTP2002	Carry out masking procedures
AURVTP2005	Apply rust prevention and sound deadening materials
AURVTT2007	Clean and finish plastic trim and fittings
AURVTP2008	Clean and polish vehicle exterior paint
AURVTP3010	Prepare spray booths and paint drying equipment
AURVTP3013	Prepare substrate for refinishing
AURVTP3019	Prepare and paint plastic components
AURVTP3020	Carry out denibbing, buffing and polishing
AURVTP3021	Restore vehicle exterior paint
Vehicle Body – Technical – Trimming and Upholstery	
AURVTT2001	Carry out sewing repairs and alterations
AURVTT2005	Select and apply trim and fabric materials
AURVTT2006	Select and apply trim and fabric adhesives
AURVTT3021	Select and use adhesives
Vehicle Body – Technical – Welding, Grinding, Machining and Soldering	
AURVTW2003	Carry out gas metal arc welding procedures
AURVTW2007	Conduct oxy-acetylene, thermal heating and cutting

Custom Content Section

Not applicable.

AUR21012 Certificate II in Motorsport Technology

Modification History

Release	Comment
Release 1	Replaces AUR21011 Certificate II in Motorsport

Description

This qualification covers the skills and knowledge required to perform basic mechanical servicing and repairs for motorsport vehicles. It is suitable for entry into the motorsport industry.

Job roles and employment outcomes

The Certificate II in Motorsport Technology offers training for individuals to perform vehicle servicing in a motorsport environment.

Employment outcomes targeted by this qualification include:

- a junior member or general hand within a race team.

Application

This qualification is typically used to develop employees or recognise and develop existing workers who are performing vehicle service and repair functions in a motorsport environment. They would be expected to perform a range of mechanical operations involving known routines, methods and procedures and take some accountability for the quality of outcomes. Training programs for this qualification are suitable to be undertaken as part of a formal training contract with an employer under an Australian Traineeship arrangement.

Pathways Information

Pathways into the qualification

Credit may be granted towards this qualification by those who have completed AUR10112 Certificate I in Automotive Vocational Preparation or other relevant qualifications.

Pathways from the qualification

Further training pathways from this qualification include AUR30912 Certificate III in Motorsport Technology, AUR30612 Certificate III in Light Vehicle Mechanical Technology or other relevant qualifications.

Licensing/Regulatory Information

There are no specific licences that relate to this qualification. However, some units in this qualification may have licensing or regulatory requirements, depending on the work context. Local regulations should be checked for details.

Entry Requirements

This qualification may be accessed by direct entry.

Employability Skills Summary

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY

The following table contains a summary of the employability skills as identified by the automotive 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:
Communication	<ul style="list-style-type: none"> • understanding and carrying out verbal instructions from supervisors and others • reading and understanding workplace documents • completing written workplace documentation, forms and records • sharing work-related information with other team members • communicating with people from a range of social, cultural and ethnic backgrounds • seeking and acting upon feedback • using industry terminology
Teamwork	<ul style="list-style-type: none"> • contributing positively to the work team environment • working effectively with others in a socially diverse environment • respecting and understanding the views of others • giving and receiving feedback • identifying and describing own role and role of others
Problem-solving	<ul style="list-style-type: none"> • recognising a problem or a potential problem within a motorsport environment • seeking information and assistance to solve problems outside own area of responsibility • solving problems within own area of responsibility
Initiative and enterprise	<ul style="list-style-type: none"> • making adjustments to improve own performance • suggesting ideas for workplace improvement to supervisors and team members • positively adapting to changes in workplace procedures or arrangements • taking positive action to report hazards or risk situations to supervisors
Planning and organising	<ul style="list-style-type: none"> • understanding how own job role fits into the wider workplace context

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY

The following table contains a summary of the employability skills as identified by the automotive 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:
	<ul style="list-style-type: none">• planning daily work tasks to work safely and manage risks according to workplace procedures• prioritising activities to achieve required outcomes• planning and organising appropriate equipment and materials
Self-management	<ul style="list-style-type: none">• following workplace safety requirements and other policies and procedures• managing own time• completing known delegated tasks on time• completing non-routine tasks as requested• selecting and using appropriate equipment, materials, processes and procedures• asking for advice and assistance
Learning	<ul style="list-style-type: none">• identifying personal strength and weaknesses• positively accepting opportunities to learn• acting upon feedback to improve work performance• asking questions to gain information• identifying sources of information to expand knowledge and understanding
Technology	<ul style="list-style-type: none">• appropriately selecting and using tools and equipment• recognising and reporting faulty equipment• using information and communication technology

Packaging Rules

To be awarded this qualification, competency must be demonstrated in **16 units** of competency, consisting of:

- **8 core units** listed below
- plus
- **8 elective units**, of which:
 - up to **8** elective units may be chosen from the elective units listed below
 - up to **3** elective units may be chosen from a Certificate I qualification or above in this Training Package or another endorsed Training Package or accredited course, provided that the units chosen contribute to the vocational outcome of this qualification and do not duplicate the outcome of another unit chosen for the qualification.

Core units

Unit code	Unit title
Common - Environmental	
AURAEA2002	Apply environmental and sustainability best practice in an automotive workplace
Common - Health and Safety	
AURASA2002	Apply safe working practices in an automotive workplace
Mechanical - Light Vehicle - Technical - Wheels and Tyres	
AURLTJ2002	Remove, inspect, repair and fit tyres and tubes (light)
Motorsport	
AURMGA2001	Set up and dismantle temporary work location and equipment
Motorsport - Management, Leadership and Supervision	
AURMMA2001	Operate in a motorsport environment
Motorsport - Technical	
AURMTA2001	Prepare and service a light competition vehicle
Mechanical Miscellaneous - Technical - Tools and Equipment	
AURTTK2002	Use and maintain workplace tools and equipment

Unit code	Unit title
Imported Units	
MSAENV272B	Participate in environmentally sustainable work practices

Elective units

Unit code	Unit title
Common - Technical	
AURATA2001	Identify basic automotive faults using troubleshooting processes
AURATA2002	Read and interpret engineering drawings
AURATA2003	Produce drawings from design concepts
Electrical - Technical - Electrical and Electronic	
AURETR2006	Carry out soldering of electrical wiring and circuits
AURETR2009	Install, test and repair vehicle lighting and wiring systems
AURETR2010	Fabricate, test and repair wiring harnesses and looms
AURETR2011	Install and test basic ancillary electrical components
AURETR2012	Test and repair basic electrical circuits
AURETR2015	Inspect and service batteries
AURETR2042	Remove, refit and test electrical componentry for operation following body repair activities
AURETR3025	Test, charge and replace batteries
AURETR3026	Remove, replace and program electrical and electronic units and assemblies
Mechanical - Light Vehicle - Technical - Engines	
AURLTE2001	Remove and install light vehicle engine assemblies
Mechanical - Light Vehicle - Technical - Wheels and Tyres	

Unit code	Unit title
AURLTJ2001	Select tyres and rims for specific applications (light)
AURLTJ2003	Remove, inspect and refit light vehicle wheel assemblies
Motorsport - Support and Logistics	
AURMBA2001	Transport a light competition vehicle and support equipment
Motorsport - Officiating	
AURMDA2001	Develop and update motorsport industry knowledge
AURMDA2002	Assist with motorsport officiating duties
Motorsport - Regulatory or Legal	
AURMLA2001	Comply with motorsport rules and regulations when officiating
Motorsport - Health and Safety	
AURMSA2001	Follow motorsport safety and risk management procedures
Motorsport - Technical	
AURMTA3006	Perform torquing and fastening
Mechanical Miscellaneous - Technical	
AURTTA2004	Carry out servicing operations
Mechanical Miscellaneous - Technical - Brakes	
AURTTB2001	Inspect and service braking systems
AURTTB2002	Attach friction materials and radius grind
AURTTB2003	Machine brake drums and brake disc rotors
Mechanical Miscellaneous - Technical - Cooling Systems	
AURTTC2001	Inspect and service cooling systems
AURTTC2002	Carry out radiator repairs

Unit code	Unit title
Mechanical Miscellaneous - Technical - Steering and Suspension	
AURTTD2001	Inspect steering systems
AURTTD2002	Inspect and service steering systems
AURTTD2003	Inspect suspension systems
AURTTD2004	Inspect and service suspension systems
Mechanical Miscellaneous - Technical - Engines	
AURTTE2004	Inspect and service engines
Mechanical Miscellaneous - Technical - Fuel Systems	
AURTTF2001	Service petrol fuel systems
Mechanical Miscellaneous - Technical - Wheels and Tyres	
AURTTJ2001	Balance wheels and tyres
Mechanical Miscellaneous - Technical - Tools and Equipment	
AURTTK2001	Use and maintain measuring equipment in an automotive workplace
Mechanical Miscellaneous - Technical - Driveline and Final Drives	
AURTTQ2001	Service final drive assemblies
AURTTQ2003	Service final drive (driveline)
Mechanical Miscellaneous - Technical - Fabrication	
AURTTTS2001	Fabricate exhaust system and components
Mechanical Miscellaneous - Technical - Welding, Grinding, Machining and Soldering	
AURTTW2001	Carry out soft soldering techniques
Mechanical Miscellaneous - Technical - Transmission	
AURTTX2002	Inspect and service transmissions (manual)

Unit code	Unit title
AURTTX2003	Inspect and service transmissions (automatic)
Mechanical Miscellaneous - Technical - Emission and Exhaust	
AURTTZ2001	Inspect and service emission control systems
AURTTZ2002	Repair exhaust system components
Vehicle Body – Technical - Fabrication	
AURVTS2006	Carry out fabrication of components
Vehicle Body – Technical - Welding, Grinding, Machining and Soldering	
AURVTW2001	Carry out manual metal arc welding procedures
AURVTW2002	Carry out brazing procedures
AURVTW2003	Carry out gas metal arc welding procedures
AURVTW2004	Carry out gas tungsten arc welding procedures
AURVTW2005	Carry out spot welding procedures
AURVTW2008	Carry out oxy acetylene welding, thermal cutting and thermal heating procedures
AURVTW3006	Carry out thermoplastic welding procedures

Custom Content Section

Not applicable.

AUR21112 Certificate II in Automotive Sales

Modification History

Release	Comment
Release 1	Replaces AUR21105 Certificate II in Automotive Sales

Description

This qualification covers the skills and knowledge required to perform sales-related tasks in the automotive retail, service or repair industry.

Job roles and employment outcomes

The Certificate II in Automotive Sales prepares new employees or recognises and develops existing workers who are performing general sales and marketing functions in an automotive retail, service or repair business.

Job roles related to this qualification include:

- service station attendant or salesperson
- bicycle salesperson
- outdoor equipment salesperson
- sales assistant.

Application

This qualification is suitable for an Australian traineeship pathway.

Additional qualification advice

The Certificate II in Automotive Sales may be attained as a generic qualification, or when a particular occupational outcome is required. Advice is provided in the qualification on the recommended units of competency for specialisation areas.

Pathways Information

Pathways into the qualification

Credit will be granted towards this qualification to those who have completed AUR10112 Certificate I in Automotive Vocational Preparation or other relevant qualifications.

Pathways from the qualification

Further training pathways from this qualification include AUR31012 Certificate III in Automotive Sales or other relevant qualifications.

Licensing/Regulatory Information

There are no specific licences that relate to this qualification. However, some units in this qualification may have licensing or regulatory requirements, depending on the work context. Local regulations should be checked for details.

Entry Requirements

This qualification may be accessed by direct entry.

Employability Skills Summary

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY

The following table contains a summary of the Employability Skills required by the automotive 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:
Communication	<ul style="list-style-type: none"> • gathering, conveying and receiving verbal and written information • listening and understanding workplace instructions
Teamwork	<ul style="list-style-type: none"> • working with colleagues and supervisors to contribute to organisational goals
Problem solving	<ul style="list-style-type: none"> • solving routine problems related to hazards in the workplace, while under direct supervision • checking own work to ensure errors are minimal and work flow is maintained
Initiative and enterprise	<ul style="list-style-type: none"> • raising workplace health and safety (WHS) issues with the WHS officer • recognising and responding to circumstances outside of personal competence
Planning and organising	<ul style="list-style-type: none"> • planning own work schedule to ensure tasks are completed on time • setting, monitoring and satisfying personal work goals
Self-management	<ul style="list-style-type: none"> • behaving in ways that contribute to an effective and safe work environment • identifying own roles and responsibilities
Learning	<ul style="list-style-type: none"> • listening to ideas and opinions of other members of the team • following safety procedures
Technology	<ul style="list-style-type: none"> • operating a range of tools and equipment or specific machinery

Packaging Rules

Packaging Rules

To be awarded this qualification, competency must be demonstrated in **12 units** of competency, consisting of:

- **6 core units**

plus

- **3 specialist elective units** in **one** of the selected specialist groups relating to occupational streams

plus

- **3 general elective units**, of which:
 - up to **3** elective units may be chosen from the elective units listed below
 - up to **3** elective units may be chosen from a Certificate II qualification or above in this training package or another endorsed training package or accredited course, provided that the units chosen contribute to the vocational outcome of the qualification and do not duplicate the outcome of another unit chosen for the qualification.

Core units

Unit code	Unit title
Common – Sales and Marketing	
AURACA2001	Establish relations with customers
Common – Health and Safety	
AURASA2002	Apply safe working practices in an automotive workplace
Sales and Parts, Administration and Management – Sales and Marketing	
AURSCA2002	Present stock and sales area
AURSCA2006	Promote products and services
Sales and Parts, Administration and Management – Regulatory or Legal	
AURSLA2001	Apply legal requirements relating to product sales
Imported Units	
SIRXRSK001A	Minimise theft

Specialist elective units**Group A: Service Station Sales and Service**

Unit code	Unit title
Sales and Parts, Administration and Management – Sales and Marketing	
AURSCA2005	Sell products
Imported Units	
SIRXCCS201	Apply point-of-sale handling procedures
SIRXINV002A	Maintain and order stock
SIRXMER201	Merchandise products
SIRXWHS302	Maintain store safety
TLIA2020A	Replenish stock

Group B: Bicycle Sales

Unit code	Unit title
Common – Management, Leadership and Supervision	
AURAMA2001	Work effectively with others
Bicycle – Technical	
AURBTA2004	Assemble box bicycles for retail sale
Bicycle – Technical – Accessories	
AURBTV2001	Fit and adjust bicycle accessories
Sales and Parts, Administration and Management – Sales and Marketing	
AURSCA2005	Sell products
Imported Units	
SIRXINV002A	Maintain and order stock

Unit code	Unit title
SIRXMER201	Merchandise products
SIRXWHS302	Maintain store safety

Group C: Outdoor Power Equipment Sales

Unit code	Unit title
Common – Sales and Marketing	
AURACA3003	Build customer relations
Sales and Parts, Administration and Management – Sales and Marketing	
AURSCA2003	Apply sales procedures
Imported Units	
SIRXICT001A	Operate retail technology
SIRXINV001A	Perform stock control procedures
TLIA2013A	Receive goods

General elective units

Unit code	Unit title
Common – Sales and Marketing	
AURACA3003	Build customer relations
Common – Environment	
AURAEA2002	Apply environmental and sustainability best practice in an automotive workplace
Common – Foundation Skills	
AURAF2001	Use numbers in an automotive workplace

Unit code	Unit title
AURAF2002	Read in an automotive workplace
AURAF2003	Communicate effectively in an automotive workplace
AURAF2004	Solve routine problems in an automotive workplace
Common – Management, Leadership and Supervision	
AURAMA3004	Maintain business image
Common – Quality	
AURAQA2001	Contribute to quality work outcomes
Sales and Parts, Administration and Management – Sales and Marketing	
AURSCA2003	Apply sales procedures
AURSCA2004	Carry out cash, credit and funds transfers
Imported Units	
BSBITU305A	Conduct online transactions
ICAWEB201A	Use social media tools for collaboration and engagement
SIRXCCS201	Apply point-of-sale handling procedures
SIRXFIN201	Balance and secure point-of-sale terminal

Custom Content Section

Not applicable.

AUR21212 Certificate II in Automotive Underbody Technology

Modification History

Release	Comment
Release 1	Replaces AUR20705 Certificate II in Automotive Mechanical

Description

This qualification covers the skills and knowledge required to perform a range of tasks related to servicing underbody system components of cars and heavy vehicles within an automotive service and repair business.

Job roles and employment outcomes

The Certificate II in Automotive Underbody Technology is intended to prepare new employees or recognise and develop existing workers who are performing servicing of underbody systems of vehicles in an automotive service or repair business.

Job roles related to this qualification include:

- automotive vehicle serviceperson

Application

This qualification is typically used to develop employees or recognise and develop existing workers who are performing vehicle service functions in an automotive environment.

They would be expected to perform a range of mechanical operations involving known routines, methods and procedures and take some accountability for the quality of outcomes. This qualification is suitable for an Australian Apprenticeship pathway.

Pathways Information

Pathways into the qualification

Credit may be granted towards this qualification by those who have completed AUR10112 Certificate I in Automotive Vocational Preparation or other relevant qualifications.

Pathways from the qualification

Further training pathways from this qualification include AUR30612 Certificate III in Light Vehicle Mechanical Technology, AUR32512 Certificate III in Automotive Underbody Technology or other relevant qualifications.

Licensing/Regulatory Information

There are no specific licences that relate to this qualification. However, some units in this qualification may have licensing or regulatory requirements, depending on the work context. Local regulations should be checked for details.

Entry Requirements

This qualification may be accessed by direct entry.

Employability Skills Summary

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY

The following table contains a summary of the employability skills as identified by the automotive 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:
Communication	<ul style="list-style-type: none"> • Understanding and carrying out verbal instructions from supervisors and others • Reading, understanding and completing workplace documentation, forms and records • Sharing work-related information with other team members using industry terminology • Communicating with people from a range of social, cultural and ethnic backgrounds
Teamwork	<ul style="list-style-type: none"> • Contributing positively to the work team environment • Working effectively with others in a socially diverse environment • Respecting and understanding the views of others • Giving, receiving and acting upon feedback • Identifying and describing own role and role of others
Problem solving	<ul style="list-style-type: none"> • Recognising a problem or a potential problem within a vehicle component/system servicing environment • Seeking information and assistance to solve problems outside own area of responsibility • Solving problems within own area of responsibility
Initiative and enterprise	<ul style="list-style-type: none"> • Suggesting ideas for workplace improvement to supervisors and team members • Positively adapting to changes in workplace procedures and making adjustments to improve own performance • Taking positive action to report hazards or risk situations to supervisors
Planning and organising	<ul style="list-style-type: none"> • Planning daily work tasks to work safely and manage risks according to workplace procedures • Prioritising activities to achieve required outcomes • Planning and organising appropriate equipment and materials • Planning ahead to anticipate problems with availability of

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY

The following table contains a summary of the employability skills as identified by the automotive 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:
	equipment, materials and personnel to assist
Self-management	<ul style="list-style-type: none">• Following workplace safety requirements and other policies and procedures• Completing known delegated tasks on time• Selecting and using appropriate equipment, materials, processes and procedures• Asking for advice and assistance when appropriate
Learning	<ul style="list-style-type: none">• Identifying personal strengths and weaknesses• Acting upon feedback and accepting opportunities to learn to improve work performance• Asking questions to gain information and identify sources of information to expand knowledge and understanding
Technology	<ul style="list-style-type: none">• Appropriately selecting and using tools and equipment• Recognising and reporting faulty equipment• Using information and communication technology

Packaging Rules

To be awarded this qualification, competency must be demonstrated in **14 units of competency, consisting of:**

- **8 core units**

plus

- **6 elective units**, of which
 - up to **6** elective units may be chosen from the elective units listed below
 - up to **3** elective units may be chosen from a Certificate I qualification or above in this Training Package or another endorsed Training Package or accredited course, provided that the units chosen contribute to the vocational outcome of this qualification and do not duplicate the outcome of another unit chosen for the qualification.

Core units

Unit code	Unit title
Common - Environment	
AURAEA2002	Apply environmental and sustainability best practice in an automotive workplace
Common - Health and Safety	
AURASA2002	Apply safe working practices in an automotive workplace
Common - Technical	
AURATA2001	Identify basic automotive faults using troubleshooting processes
Mechanical Miscellaneous - Technical - Brakes	
AURTTB2001	Inspect and service braking systems
Mechanical Miscellaneous - Technical - Steering and Suspension	
AURTTD2002	Inspect and service steering systems
AURTTD2004	Inspect and service suspension systems
Mechanical Miscellaneous - Technical - Tools and Equipment	
AURTTK2002	Use and maintain workplace tools and equipment

Unit code	Unit title
Mechanical Miscellaneous - Technical - Emission and Exhaust	
AURTTZ2002	Repair exhaust system components

Elective units

Unit code	Unit title
Common- Sales and Marketing	
AURACA2001	Establish relations with customers
Common - Foundation Skills	
AURAF2001	Use numbers in an automotive workplace
AURAF2002	Read in an automotive workplace
AURAF2003	Communicate effectively in an automotive workplace
Mechanical - Light Vehicle - Technical - Wheels and Tyres	
AURLTJ2002	Remove, inspect, repair and fit tyres and tubes (light)
AURLTJ2003	Remove, inspect and refit light vehicle wheel assemblies
Mechanical Miscellaneous - Technical	
AURTTA2004	Carry out servicing operations
AURTTA2009	Carry out pre-repair operations (mechanical)
Mechanical Miscellaneous - Technical - Brakes	
AURTTB2003	Machine brake drums and brake disc rotors
Mechanical Miscellaneous - Technical - Driveline and Final Drives	
AURTTQ2001	Service final drive assemblies
AURTTQ2003	Service final drive (driveline)
Mechanical Miscellaneous - Technical - Fabrication	

Unit code	Unit title
AURTTS2001	Fabricate exhaust system and components
Mechanical Miscellaneous – Technical - Transmission	
AURTTX2002	Inspect and service transmissions (manual)
AURTTX2003	Inspect and service transmissions (automatic)
Vehicle Body - Technical – Welding, Grinding, Machining and Soldering	
AURVTW2003	Carry out gas metal arc welding procedures
AURVTW2008	Carry out oxy acetylene welding, thermal cutting and thermal heating procedures

Custom Content Section

Not applicable.

AUR21312 Certificate II in Automotive Braking System Technology

Modification History

Release	Comment
Release 1	Replaces AUR20705 Certificate II in Automotive Mechanical

Description

This qualification covers the skills and knowledge required to perform a range of tasks related to servicing and repairing of braking components and systems of cars and heavy vehicles within an automotive service and repair business. It is suitable for entry into the automotive retail, service and repair industry.

Job roles and employment outcomes

The Certificate II in Automotive Braking System Technology is intended to prepare new employees or recognise and develop existing workers who are performing servicing and repair of braking components/systems of vehicles in an automotive service or repair business. Job roles related to this qualification include:

- automotive braking systems specialist.

Application

This qualification is typically used to develop employees or recognise and develop existing workers who are performing vehicle service and repair functions in an automotive environment.

They would be expected to perform a range of mechanical operations involving known routines, methods and procedures and take some accountability for the quality of outcomes. This qualification is suitable for an Australian Apprenticeship pathway.

Pathways Information

Pathways into the qualification

Credit may be granted towards this qualification by those who have completed AUR10112 Certificate I in Automotive Vocational Preparation or other relevant qualifications.

Pathways from the qualification

Further training pathways from this qualification include AUR30612 Certificate III in Light Vehicle Mechanical Technology, AUR32512 Certificate III in Automotive Underbody Technology or other relevant qualifications.

Licensing/Regulatory Information

There are no specific licences that relate to this qualification. However, some units in this qualification may have licensing or regulatory requirements, depending on the work context. Local regulations should be checked for details.

Entry Requirements

This qualification may be accessed by direct entry.

Employability Skills Summary

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY	
<p>The following table contains a summary of the employability skills as identified by the automotive industry for this qualification. The employability skills facets described here are broad industry requirements that may vary depending on qualification packaging options.</p>	
Employability Skill	Industry/enterprise requirements for this qualification include:
Communication	<ul style="list-style-type: none"> • Understanding and carrying out verbal instructions from supervisors and others • Reading, understanding and completing workplace documentation, forms and records • Sharing work-related information with other team members using industry terminology • Communicating with people from a range of social, cultural and ethnic backgrounds
Teamwork	<ul style="list-style-type: none"> • Contributing positively to the work team environment • Working effectively with others in a socially diverse environment • Respecting and understanding the views of others • Giving, receiving and acting upon feedback • Identifying and describing own role and role of others
Problem solving	<ul style="list-style-type: none"> • Recognising a problem or a potential problem within a vehicle component/system servicing environment • Seeking information and assistance to solve problems outside own area of responsibility • Solving problems within own area of responsibility
Initiative and enterprise	<ul style="list-style-type: none"> • Suggesting ideas for workplace improvement to supervisors and team members • Positively adapting to changes in workplace procedures and making adjustments to improve own performance • Taking positive action to report hazards or risk situations to supervisors
Planning and organising	<ul style="list-style-type: none"> • Planning daily work tasks to work safely and manage risks according to workplace procedures • Prioritising activities to achieve required outcomes • Planning and organising appropriate equipment and materials • Planning ahead to anticipate problems with availability of

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY

The following table contains a summary of the employability skills as identified by the automotive 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:
	equipment, materials and personnel to assist
Self-management	<ul style="list-style-type: none">• Following workplace safety requirements and other policies and procedures• Completing known delegated tasks on time• Selecting and using appropriate equipment, materials, processes and procedures• Asking for advice and assistance when appropriate
Learning	<ul style="list-style-type: none">• Identifying personal strengths and weaknesses• Acting upon feedback and accepting opportunities to learn to improve work performance• Asking questions to gain information and identify sources of information to expand knowledge and understanding
Technology	<ul style="list-style-type: none">• Appropriately selecting and using tools and equipment• Recognising and reporting faulty equipment• Using information and communication technology

Packaging Rules

To be awarded this qualification, competency must be demonstrated in **12 units** of competency, consisting of:

- **7 core units**
- plus
- **5 elective units**, of which:
 - up to **5** elective units may be chosen from the elective units listed below
 - up to **2** elective units may be drawn from a Certificate I qualification or above in this Training Package or another endorsed Training Package or accredited course, provided that the units chosen contribute to the vocational outcome of this qualification and do not duplicate the outcome of another unit chosen for the qualification.

Core units

Unit code	Unit title
Common - Engines	
AURAEA2002	Apply environmental and sustainability best practice in an automotive workplace
Common - Health and Safety	
AURASA2002	Apply safe working practices in an automotive workplace
Common - Technical	
AURATA2001	Identify basic automotive faults using troubleshooting processes
Mechanical Miscellaneous - Technical	
AURTTA2004	Carry out servicing operations
Mechanical Miscellaneous - Technical - Brakes	
AURTTB2001	Inspect and service braking systems
Mechanical Miscellaneous - Technical - Tools and Equipment	
AURTTK2001	Use and maintain measuring equipment in an automotive workplace
AURTTK2002	Use and maintain workplace tools and equipment

Elective units

Unit Code	Unit Title
Common - Sales and Marketing	
AURACA2001	Establish relations with customers
Common - Foundation Skills	
AURAF2001	Use numbers in an automotive workplace
AURAF2002	Read in an automotive workplace
AURAF2003	Communicate effectively in an automotive workplace
Mechanical - Light Vehicle - Technical - Wheels and Tyres	
AURLTJ2003	Remove, inspect, and refit light vehicle wheel assemblies
Mechanical Miscellaneous - Technical	
AURTTA2009	Carry out pre-repair operations (mechanical)
Mechanical Miscellaneous - Technical - Brakes	
AURTTB2002	Attach friction materials and radius grind
AURTTB2003	Machine brake drums and brake disc rotors
AURTTB2004	Inspect and service air braking systems
Mechanical Miscellaneous - Technical - Wheels and Tyres	
AURTTJ2002	Remove and refit wheel hubs and associated brake components

Custom Content Section

Not applicable.

AUR21412 Certificate II in Automotive Cooling System Technology

Modification History

Release	Comment
Release 1	Replaces AUR20705 Certificate II in Automotive Mechanical

Description

This qualification covers the skills and knowledge required to perform a range of tasks related to servicing and repairing cooling system components and systems of vehicles in the automotive service and repair industry.

Job roles and employment outcomes

The Certificate II in Automotive Cooling System Technology prepares new employees or recognises and develops existing workers who service and repair vehicle cooling systems in an automotive service or repair business.

Job roles related to this qualification include:

- automotive radiator repair specialist.

Application

This qualification provides individuals with the skills and knowledge to perform a range of mechanical operations involving known routines, methods and procedures and to take some accountability for the quality of outcomes.

The qualification is suitable for an Australian apprenticeship pathway.

Pathways Information

Pathways into the qualification

Credit may be granted towards this qualification by those who have completed AUR10112 Certificate I in Automotive Vocational Preparation or other relevant qualifications.

Pathways from the qualification

Further training pathways from this qualification include AUR30612 Certificate III in Light Vehicle Mechanical Technology or other relevant qualifications.

Licensing/Regulatory Information

There are no specific licences that relate to this qualification. However, some units in this qualification may have licensing or regulatory requirements, depending on the work context. Local regulations should be checked for details.

Entry Requirements

This qualification may be accessed by direct entry.

Employability Skills Summary

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY

The following table contains a summary of the employability skills as identified by the automotive 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:
Communication	<ul style="list-style-type: none"> • understanding and carrying out verbal instructions from supervisors and others • reading, understanding and completing workplace documentation, forms and records • sharing work-related information with other team members using industry terminology • communicating with people from a range of social, cultural and ethnic backgrounds
Teamwork	<ul style="list-style-type: none"> • contributing positively to the work team environment • working effectively with others in a socially diverse environment • respecting and understanding the views of others • giving, receiving and acting on feedback • identifying and describing own role and role of others
Problem solving	<ul style="list-style-type: none"> • recognising a problem or potential problem in a vehicle component or system servicing environment • seeking information and assistance to solve problems outside own area of responsibility • solving problems in own area of responsibility
Initiative and enterprise	<ul style="list-style-type: none"> • suggesting ideas for workplace improvement to supervisors and team members • positively adapting to changes in workplace procedures and making adjustments to improve own performance • taking positive action to report hazards or risk situations to supervisors
Planning and organising	<ul style="list-style-type: none"> • planning daily work tasks to work safely and manage risks according to workplace procedures • prioritising activities to achieve required outcomes • planning and organising appropriate equipment and materials • planning ahead to anticipate problems with availability of

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY

The following table contains a summary of the employability skills as identified by the automotive 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:
	equipment, materials and personnel to assist
Self-management	<ul style="list-style-type: none">• following workplace safety requirements and other policies and procedures• completing known delegated tasks on time• selecting and using appropriate equipment, materials, processes and procedures• asking for advice and assistance when appropriate
Learning	<ul style="list-style-type: none">• identifying personal strengths and weaknesses• acting on feedback and accepting opportunities to learn to improve work performance• asking questions to gain information and identify sources of information to expand knowledge and understanding
Technology	<ul style="list-style-type: none">• appropriately selecting and using tools and equipment• recognising and reporting faulty equipment• using information and communication technology

Packaging Rules

To be awarded this qualification, competency must be demonstrated in **14 units** of competency, consisting of:

- **8 core units**

plus

- **6 elective units**, of which:

- up to **6** elective units may be chosen from the elective units listed below
- up to **3** elective units may be chosen from a Certificate I qualification or above in this Training Package or another endorsed Training Package or accredited course, provided that the units chosen contribute to the vocational outcome of this qualification and do not duplicate the outcome of another unit chosen for the qualification.

Core units

Unit code	Unit title
Common – Environment	
AURAEA2002	Apply environmental and sustainability best practice in an automotive workplace
Common – Health and Safety	
AURASA2002	Apply safe working practices in an automotive workplace
Common – Technical	
AURATA2001	Identify basic automotive faults using troubleshooting processes
Mechanical Miscellaneous – Technical – Cooling Systems	
AURTTC2001	Inspect and service cooling systems
AURTTC2002	Carry out radiator repairs
Mechanical Miscellaneous – Technical – Tools and Equipment	
AURTTK2002	Use and maintain workplace tools and equipment
Mechanical Miscellaneous – Technical – Welding, Grinding, Machining and Soldering	
AURTTW2001	Carry out soft soldering techniques
Vehicle Body – Technical – Welding, Grinding, Machining and Soldering	

Unit code	Unit title
AURVTW3006	Carry out thermoplastic welding procedures

Elective units

Unit code	Unit title
Common – Sales and Marketing	
AURACA2001	Establish relations with customers
Common – Foundation Skills	
AURAF2001	Use numbers in an automotive workplace
AURAF2002	Read in an automotive workplace
AURAF2003	Communicate effectively in an automotive workplace
Electrical – Technical – Electrical and Electronic	
AURETR2012	Test and repair basic electrical circuits
Electrical – Technical – Air Conditioning and HVAC	
AURETU2002	Recover vehicle refrigerants
AURETU2003	Service air conditioning and HVAC systems
AURETU3004	Diagnose and repair air conditioning and HVAC systems
AURETU3005	Retrofit and modify air conditioning and HVAC systems
Mechanical Miscellaneous – Technical	
AURTTA2004	Carry out servicing operations
AURTTA2009	Carry out pre-repair operations (mechanical)
Mechanical Miscellaneous – Technical – Engines	
AURTTE2004	Inspect and service engines

Unit code	Unit title
Vehicle Body – Technical - Welding, Grinding, Machining and Soldering	
AURVTW2004	Carry out gas tungsten arc welding procedures
AURVTW2008	Carry out oxy acetylene welding, thermal cutting and thermal heating procedures

Custom Content Section

Not applicable.

AUR21512 Certificate II in Automotive Cylinder Head Reconditioning

Modification History

Release	Comment
Release 1	Replaces AUR20705 Certificate II in Automotive Mechanical

Description

This qualification covers the skills and knowledge required to perform a range of tasks related to servicing and repairing engine cylinder heads of cars and heavy vehicles within an automotive service and repair business.

Job roles and employment outcomes

The Certificate II in Automotive Cylinder Head Reconditioning is intended to prepare new employees or recognise and develop existing workers who are performing servicing and repair of cylinder heads of vehicles in an automotive service or repair business.

Job roles related to this qualification include:

- automotive engine cylinder head repair specialists
- automotive engine reconditioners

Application

This qualification is typically used to develop employees or recognise and develop existing workers who are performing vehicle service and repair functions in an automotive environment.

They would be expected to perform a range of mechanical operations involving known routines, methods and procedures and take some accountability for the quality of outcomes. This qualification is suitable for an Australian Apprenticeship pathway.

Pathways Information

Pathways into the qualification

Credit may be granted towards this qualification by those who have completed AUR10112 Certificate I in Automotive Vocational Preparation or other relevant qualifications.

Pathways from the qualification

Further training pathways from this qualification include AUR31312 Certificate III in Automotive Engine Reconditioning, AUR30612 Certificate III in Light Vehicle Mechanical Technology or other relevant qualifications.

Licensing/Regulatory Information

There are no specific licences that relate to this qualification. However, some units in this qualification may have licensing or regulatory requirements, depending on the work context. Local regulations should be checked for details.

Entry Requirements

This qualification may be accessed by direct entry.

Employability Skills Summary

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY

The following table contains a summary of the employability skills as identified by the automotive 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:
Communication	<ul style="list-style-type: none"> • Understanding and carrying out verbal instructions from supervisors and others • Reading, understanding and completing workplace documentation, forms and records • Sharing work-related information with other team members using industry terminology • Communicating with people from a range of social, cultural and ethnic backgrounds
Teamwork	<ul style="list-style-type: none"> • Contributing positively to the work team environment • Working effectively with others in a socially diverse environment • Respecting and understanding the views of others • Giving, receiving and acting upon feedback • Identifying and describing own role and role of others
Problem solving	<ul style="list-style-type: none"> • Recognising a problem or a potential problem within a vehicle component/system servicing environment • Seeking information and assistance to solve problems outside own area of responsibility • Solving problems within own area of responsibility
Initiative and enterprise	<ul style="list-style-type: none"> • Suggesting ideas for workplace improvement to supervisors and team members • Positively adapting to changes in workplace procedures and making adjustments to improve own performance • Taking positive action to report hazards or risk situations to supervisors
Planning and organising	<ul style="list-style-type: none"> • Planning daily work tasks to work safely and manage risks according to workplace procedures • Prioritising activities to achieve required outcomes • Planning and organising appropriate equipment and materials • Planning ahead to anticipate problems with availability of

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY

The following table contains a summary of the employability skills as identified by the automotive 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:
	equipment, materials and personnel to assist
Self-management	<ul style="list-style-type: none">• Following workplace safety requirements and other policies and procedures• Completing known delegated tasks on time• Selecting and using appropriate equipment, materials, processes and procedures• Asking for advice and assistance when appropriate
Learning	<ul style="list-style-type: none">• Identifying personal strengths and weaknesses• Acting upon feedback and accepting opportunities to learn to improve work performance• Asking questions to gain information and identify sources of information to expand knowledge and understanding
Technology	<ul style="list-style-type: none">• Appropriately selecting and using tools and equipment• Recognising and reporting faulty equipment• Using information and communication technology

Packaging Rules

To be awarded this qualification, competency must be demonstrated in **14 units** of competency, consisting of:

- **7 core units**

plus

- **7 elective units**, of which:
 - up to **7** elective units may be chosen from the elective units list below
 - up to **3** elective units may be drawn from a Certificate I qualification or above in this Training Package, another endorsed Training Package or accredited course, provided that the units chosen contribute to the vocational outcome of this qualification and do not duplicate the outcome of another unit selected for this qualification.

Core units

Unit code	Unit title
Common - Environment	
AURAEA2002	Apply environmental and sustainability best practice in an automotive workplace
Common - Health and Safety	
AURASA2002	Apply safe working practices in an automotive workplace
Common - Technical	
AURATA2001	Identify basic automotive faults using troubleshooting processes
Mechanical Miscellaneous - Technical	
AURTTA2009	Carry out pre-repair operations (mechanical)
Mechanical Miscellaneous - Technical - Tools and Equipment	
AURTTK2001	Use and maintain measuring equipment in an automotive workplace
AURTTK2002	Use and maintain workplace tools and equipment
Mechanical Miscellaneous - Technical - Manufacture	
AURTTM3011	Recondition engine cylinder heads

Elective units

Unit Code	Unit Title
Common - Sales and Marketing	
AURACA2001	Establish relations with customers
Common - Foundation Skills	
AURAF2001	Use numbers in an automotive workplace
AURAF2002	Read in an automotive workplace
AURAF2003	Communicate effectively in an automotive workplace
Mechanical Miscellaneous - Technical	
AURTTA2004	Carry out servicing operations
Mechanical Miscellaneous - Technical - Cooling Systems	
AURTTC2001	Inspect and service cooling systems
Mechanical Miscellaneous - Technical - Engines	
AURTTE2004	Inspect and service engines
Mechanical Miscellaneous - Technical - Welding, Grinding, Machining and Soldering	
AURTTW3003	Carry out machining operations
Vehicle Body - Technical - Welding, Grinding, Machining and Soldering	
AURVTW2003	Carry out gas metal arc welding procedures
AURVTW2004	Carry out gas tungsten arc welding procedures
AURVTW2008	Carry out oxy acetylene welding, thermal cutting and thermal heating procedures

Custom Content Section

Not applicable.

AUR21612 Certificate II in Automotive Driveline System Technology

Modification History

Release	Comment
Release 1	Replaces AUR20705 Certificate II in Automotive Mechanical

Description

This qualification covers the skills and knowledge required to perform a range of tasks related to servicing and repairing driveline and transmission components and systems of cars and heavy vehicles within an automotive service and repair business.

Job roles and employment outcomes

The Certificate II in Automotive Driveline System Technology is intended to prepare new employees or recognise and develop existing workers who are performing servicing and repair of driveline and transmission components/systems of vehicles in an automotive service or repair business.

Job roles related to this qualification include:

- automotive driveline and transmission specialists.

Application

This qualification is typically used to develop employees or recognise and develop existing workers who are performing vehicle service and repair functions in an automotive environment.

They would be expected to perform a range of mechanical operations involving known routines, methods and procedures and take some accountability for the quality of outcomes. This qualification is suitable for an Australian Apprenticeship pathway.

Pathways Information

Pathways into the qualification

Credit may be granted towards this qualification by those who have completed AUR10112 Certificate I in Automotive Vocational Preparation or other relevant qualifications.

Pathways from the qualification

Further training pathways from this qualification include AUR30612 Certificate III in Light Vehicle Mechanical Technology, AUR32512 Certificate III in Automotive Underbody Technology or other relevant qualifications.

Licensing/Regulatory Information

There are no specific licences that relate to this qualification. However, some units in this qualification may have licensing or regulatory requirements, depending on the work context. Local regulations should be checked for details.

Entry Requirements

This qualification may be accessed by direct entry.

Employability Skills Summary

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY

The following table contains a summary of the employability skills as identified by the automotive 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:
Communication	<ul style="list-style-type: none"> • Understanding and carrying out verbal instructions from supervisors and others • Reading, understanding and completing workplace documentation, forms and records • Sharing work-related information with other team members using industry terminology • Communicating with people from a range of social, cultural and ethnic backgrounds
Teamwork	<ul style="list-style-type: none"> • Contributing positively to the work team environment • Working effectively with others in a socially diverse environment • Respecting and understanding the views of others • Giving, receiving and acting upon feedback • Identifying and describing own role and role of others
Problem solving	<ul style="list-style-type: none"> • Recognising a problem or a potential problem within a vehicle component/system servicing environment • Seeking information and assistance to solve problems outside own area of responsibility • Solving problems within own area of responsibility
Initiative and enterprise	<ul style="list-style-type: none"> • Suggesting ideas for workplace improvement to supervisors and team members • Positively adapting to changes in workplace procedures and making adjustments to improve own performance • Taking positive action to report hazards or risk situations to supervisors
Planning and organising	<ul style="list-style-type: none"> • Planning daily work tasks to work safely and manage risks according to workplace procedures • Prioritising activities to achieve required outcomes • Planning and organising appropriate equipment and materials • Planning ahead to anticipate problems with availability of

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY

The following table contains a summary of the employability skills as identified by the automotive 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:
	equipment, materials and personnel to assist
Self-management	<ul style="list-style-type: none">• Following workplace safety requirements and other policies and procedures• Completing known delegated tasks on time• Selecting and using appropriate equipment, materials, processes and procedures• Asking for advice and assistance when appropriate
Learning	<ul style="list-style-type: none">• Identifying personal strengths and weaknesses• Acting upon feedback and accepting opportunities to learn to improve work performance• Asking questions to gain information and identify sources of information to expand knowledge and understanding
Technology	<ul style="list-style-type: none">• Appropriately selecting and using tools and equipment• Recognising and reporting faulty equipment• Using information and communication technology

Packaging Rules

To be awarded this qualification, competency must be demonstrated in **14 units** of competency, consisting of:

- **8 core units**

plus

- **6 elective units**, of which:
 - up to **6** elective units may be taken from the elective units listed below
 - up to **3** elective units may be drawn from a Certificate I qualification or above in this Training Package or another endorsed Training Package or accredited course, provided that the units chosen contribute to the vocational outcome of this qualification and do not duplicate the outcome of another unit chosen for the qualification.

Core units

Unit code	Unit title
Common - Environment	
AURAEA2002	Apply environmental and sustainability best practice in an automotive workplace
Common - Health and Safety	
AURASA2002	Apply safe working practices in an automotive workplace
Common - Technical	
AURATA2001	Identify basic automotive faults using troubleshooting processes
Mechanical Miscellaneous - Technical - Tools and Equipment	
AURTTK2002	Use and maintain workplace tools and equipment
Mechanical Miscellaneous - Technical - Driveline and Final Drives	
AURTTQ2001	Service final drive assemblies
AURTTQ2003	Service final drive (driveline)
Mechanical Miscellaneous - Technical - Transmission	
AURTTX2002	Inspect and service transmissions (manual)

Unit code	Unit title
AURTTX2003	Inspect and service transmissions (automatic)

Elective units

Unit Code	Unit Title
Common - Sales and Marketing	
AURACA2001	Establish relations with customers
Common - Foundation Skills	
AURAF A2001	Use numbers in an automotive workplace
AURAF A2002	Read in an automotive workplace
AURAF A2003	Communicate effectively in an automotive workplace
Electrical - Technical - Electrical and Electronic	
AURETR2012	Test and repair basic electrical circuits
Mechanical Miscellaneous - Technical	
AURTTA2004	Carry out servicing operations
AURTTA2009	Carry out pre-repair operations (mechanical)
Mechanical Miscellaneous - Technical - Cooling Systems	
AURTTC2001	Inspect and service cooling systems
Mechanical Miscellaneous - Technical - Driveline and Final Drives	
AURTTQ2002	Remove and refit driveline components
Mechanical Miscellaneous - Technical - Transmission	
AURTTX2005	Inspect and service clutch systems

Custom Content Section

Not applicable.

AUR21712 Certificate II in Automotive Exhaust System Technology

Modification History

Release	Comment
Release 1	Replaces AUR20705 Certificate II in Automotive Mechanical

Description

This qualification covers the skills and knowledge required to perform a range of tasks related to servicing and repairing exhaust components and systems of cars and heavy vehicles within an automotive service and repair business.

Job roles and employment outcomes

The Certificate II in Automotive Exhaust System Technology is intended to prepare new employees or recognise and develop existing workers who are performing servicing and repair of exhaust components/systems of vehicles in an automotive service or repair business. Job roles related to this qualification include:

- automotive exhaust fitting specialists.

Application

This qualification is typically used to develop employees or recognise and develop existing workers who are performing vehicle service and repair functions in an automotive environment.

They would be expected to perform a range of mechanical operations involving known routines, methods and procedures and take some accountability for the quality of outcomes. This qualification is suitable for an Australian Apprenticeship pathway.

Pathways Information

Pathways into the qualification

Credit may be granted towards this qualification by those who have completed AUR10112 Certificate I in Automotive Vocational Preparation or other relevant qualifications.

Pathways from the qualification

Further training pathways from this qualification include AUR30612 Certificate III in Light Vehicle Mechanical Technology, AUR32512 Certificate III in Automotive Underbody Technology or other relevant qualifications.

Licensing/Regulatory Information

There are no specific licences that relate to this qualification. However, some units in this qualification may have licensing or regulatory requirements. Local regulations should be checked for details.

Entry Requirements

This qualification may be accessed by direct entry.

Employability Skills Summary

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY

The following table contains a summary of the employability skills as identified by the automotive 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:
Communication	<ul style="list-style-type: none"> • Understanding and carrying out verbal instructions from supervisors and others • Reading, understanding and completing workplace documentation, forms and records • Sharing work-related information with other team members using industry terminology • Communicating with people from a range of social, cultural and ethnic backgrounds
Teamwork	<ul style="list-style-type: none"> • Contributing positively to the work team environment • Working effectively with others in a socially diverse environment • Respecting and understanding the views of others • Giving, receiving and acting upon feedback • Identifying and describing own role and role of others
Problem solving	<ul style="list-style-type: none"> • Recognising a problem or a potential problem within a vehicle component/system servicing environment • Seeking information and assistance to solve problems outside own area of responsibility • Solving problems within own area of responsibility
Initiative and enterprise	<ul style="list-style-type: none"> • Suggesting ideas for workplace improvement to supervisors and team members • Positively adapting to changes in workplace procedures and making adjustments to improve own performance • Taking positive action to report hazards or risk situations to supervisors
Planning and organising	<ul style="list-style-type: none"> • Planning daily work tasks to work safely and manage risks according to workplace procedures • Prioritising activities to achieve required outcomes • Planning and organising appropriate equipment and materials • Planning ahead to anticipate problems with availability of

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY

The following table contains a summary of the employability skills as identified by the automotive 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:
	equipment, materials and personnel to assist
Self-management	<ul style="list-style-type: none">• Following workplace safety requirements and other policies and procedures• Completing known delegated tasks on time• Selecting and using appropriate equipment, materials, processes and procedures• Asking for advice and assistance when appropriate
Learning	<ul style="list-style-type: none">• Identifying personal strengths and weaknesses• Acting upon feedback and accepting opportunities to learn to improve work performance• Asking questions to gain information and identify sources of information to expand knowledge and understanding
Technology	<ul style="list-style-type: none">• Appropriately selecting and using tools and equipment• Recognising and reporting faulty equipment• Using information and communication technology

Packaging Rules

To be awarded this qualification, competency must be demonstrated in **14 units** of competency, consisting of:

- **8 core units**

plus

- **6 elective units**, of which:
 - up to **6** elective units may be chosen from the elective units listed below
 - up to **3** elective units may be drawn from a Certificate I qualification or above in this Training Package or another endorsed Training Package or accredited course, provided that the units chosen contribute to the vocational outcome of this qualification and do not duplicate the outcome of another unit chosen for the qualification.

Core units

Unit code	Unit title
Common - Environment	
AURAEA2002	Apply environmental and sustainability best practice in an automotive workplace
Common - Health and Safety	
AURASA2002	Apply safe working practices in an automotive workplace
Common - Technical	
AURATA2001	Identify basic automotive faults using troubleshooting processes
Mechanical Miscellaneous - Technical	
AURTTA2004	Carry out servicing operations
Mechanical Miscellaneous - Technical - Tools and Equipment	
AURTTK2002	Use and maintain workplace tools and equipment
Mechanical Miscellaneous - Technical - Fabrication	
AURTTTS2001	Fabricate exhaust system and components
Mechanical Miscellaneous - Technical - Emission and Exhaust	

Unit code	Unit title
AURTTZ2002	Repair exhaust system components
Vehicle Body - Technical - Welding, Grinding, Machining and Soldering	
AURVTW2003	Carry out gas metal arc welding procedures

Elective units

Unit Code	Unit Title
Common - Sales and Marketing	
AURACA2001	Establish relations with customers
Common - Foundation Skills	
AURAF2001	Use numbers in an automotive workplace
AURAF2002	Read in an automotive workplace
AURAF2003	Communicate effectively in an automotive workplace
Mechanical Miscellaneous - Technical	
AURTTA2009	Carry out pre-repair operations (mechanical)
Mechanical Miscellaneous - Technical - Engines	
AURTTE2004	Inspect and service engines
Mechanical Miscellaneous - Technical - Welding, Grinding, Machining and Soldering	
AURTTW3003	Carry out machining operations
Mechanical Miscellaneous - Technical - Emission and Exhaust	
AURTTZ2001	Inspect and service emission control systems
Vehicle Body - Technical - Welding, Grinding, Machining and Soldering	
AURVTW2001	Carry out manual metal arc welding procedures

AURVTW2002	Carry out brazing procedures
AURVTW2004	Carry out gas tungsten arc welding procedures
AURVTW2008	Carry out oxy acetylene welding, thermal cutting and thermal heating procedures

Custom Content Section

Not applicable.

AUR21812 Certificate II in Automotive Steering and Suspension System Technology

Modification History

Release	Comment
Release 1	Replaces AUR20705 Certificate II in Automotive Mechanical
Release 2	4 units added to the elective bank: AURHTD3004 Carry out wheel alignment operations (heavy vehicle) AURLTD3006 Carry out wheel alignment operations (light vehicle) AURTTD2001 Inspect steering systems AURTTD2003 Inspect suspension systems

Description

This qualification covers the skills and knowledge required to perform a range of tasks related to servicing steering and suspension components and systems of cars and heavy vehicles within an automotive service and repair business.

Job roles and employment outcomes

The Certificate II in Automotive Steering and Suspension System Technology is intended to prepare new employees or recognise and develop existing workers who are performing servicing of steering and suspension components/systems of vehicles in an automotive service or repair business.

Job roles related to this qualification include:

- automotive steering and suspension specialists.

Application

This qualification is typically used to develop employees or recognise and develop existing workers who are performing vehicle service functions in an automotive environment.

They would be expected to perform a range of mechanical operations involving known routines, methods and procedures and take some accountability for the quality of outcomes. This qualification is suitable for an Australian Apprenticeship pathway.

Pathways Information

Pathways into the qualification

Credit may be granted towards this qualification by those who have completed AUR10112 Certificate I in Automotive Vocational Preparation or other relevant qualifications.

Pathways from the qualification

Further training pathways from this qualification include AUR30612 Certificate III in Light Vehicle Mechanical Technology, AUR32512 Certificate III in Automotive Underbody Technology or other relevant qualifications.

Licensing/Regulatory Information

There are no specific licences that relate to this qualification. However, some units in this qualification may have licensing or regulatory requirements. Local regulations should be checked for details.

Entry Requirements

This qualification may be accessed by direct entry.

Employability Skills Summary

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY

The following table contains a summary of the employability skills as identified by the automotive 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:
Communication	<ul style="list-style-type: none"> • Understanding and carrying out verbal instructions from supervisors and others • Reading, understanding and completing workplace documentation, forms and records • Sharing work-related information with other team members using industry terminology • Communicating with people from a range of social, cultural and ethnic backgrounds
Teamwork	<ul style="list-style-type: none"> • Contributing positively to the work team environment • Working effectively with others in a socially diverse environment • Respecting and understanding the views of others • Giving, receiving and acting upon feedback • Identifying and describing own role and role of others
Problem solving	<ul style="list-style-type: none"> • Recognising a problem or a potential problem within a vehicle component/system servicing environment • Seeking information and assistance to solve problems outside own area of responsibility • Solving problems within own area of responsibility
Initiative and enterprise	<ul style="list-style-type: none"> • Suggesting ideas for workplace improvement to supervisors and team members • Positively adapting to changes in workplace procedures and making adjustments to improve own performance • Taking positive action to report hazards or risk situations to supervisors
Planning and organising	<ul style="list-style-type: none"> • Planning daily work tasks to work safely and manage risks according to workplace procedures • Prioritising activities to achieve required outcomes • Planning and organising appropriate equipment and materials • Planning ahead to anticipate problems with availability of

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY

The following table contains a summary of the employability skills as identified by the automotive 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:
	equipment, materials and personnel to assist
Self-management	<ul style="list-style-type: none">• Following workplace safety requirements and other policies and procedures• Completing known delegated tasks on time• Selecting and using appropriate equipment, materials, processes and procedures• Asking for advice and assistance when appropriate
Learning	<ul style="list-style-type: none">• Identifying personal strengths and weaknesses• Acting upon feedback and accepting opportunities to learn to improve work performance• Asking questions to gain information and identify sources of information to expand knowledge and understanding
Technology	<ul style="list-style-type: none">• Appropriately selecting and using tools and equipment• Recognising and reporting faulty equipment• Using information and communication technology

Packaging Rules

To be awarded this qualification, competency must be demonstrated in **12 units** of competency, consisting of:

- **8 core units** listed below

plus

- **4 elective units**, of which:
 - up to **4** elective units may be taken from the elective units listed below
 - up to **2** elective units may be drawn from a Certificate I qualification or above in this Training Package or another endorsed Training Package or accredited course, provided that the units chosen contribute to the vocational outcome of this qualification and do not duplicate the outcome of another unit chosen for the qualification.

Core units

Unit code	Unit title
Common - Environment	
AURAEA2002	Apply environmental and sustainability best practice in an automotive workplace
Common - Health and Safety	
AURASA2002	Apply safe working practices in an automotive workplace
Common - Technical	
AURATA2001	Identify basic automotive faults using troubleshooting processes
Mechanical Miscellaneous - Technical	
AURTTA2004	Carry out servicing operations
Mechanical Miscellaneous - Technical - Steering and Suspension	
AURTTD2002	Inspect and service steering systems
AURTTD2004	Inspect and service suspension systems
Mechanical Miscellaneous - Technical - Tools and Equipment	
AURTTK2001	Use and maintain measuring equipment in an automotive workplace

Unit code	Unit title
AURTTK2002	Use and maintain workplace tools and equipment

Elective units

Unit Code	Unit Title
Common - Sales	
AURACA2001	Establish relations with customers
Common - Foundation Skills	
AURAF2001	Use numbers in an automotive workplace
AURAF2002	Read in an automotive workplace
AURAF2003	Communicate effectively in an automotive workplace
Mechanical Heavy Vehicle – Technical – Steering and Suspension	
AURHTD3004	Carry out wheel alignment operations (heavy vehicle)
Mechanical Light Vehicle – Technical – Steering and Suspension	
AURLTD3006	Carry out wheel alignment operations (light vehicle)
Mechanical - Light Vehicle - Technical - Wheels and Tyres	
AURLTJ2001	Select tyres and rims for specific applications (light)
AURLTJ2002	Remove, inspect, repair and fit tyres and tubes (light)
AURLTJ2003	Remove, inspect, and refit light vehicle wheel assemblies
Mechanical Miscellaneous - Technical - Steering and Suspension	
AURTTD2001	Inspect steering systems
AURTTD2003	Inspect suspension systems
Mechanical Miscellaneous - Technical - Wheels and Tyres	

Unit Code	Unit Title
AURTTJ2001	Balance wheels and tyres

Custom Content Section

Not applicable.

AUR21913 Certificate II in Automotive Tyre Servicing Technology

Modification History

Release	Comment
Release 1	Replaces AUR21912 Certificate II in Automotive Tyre Servicing
Release 2	Updated imported elective units: RIICOM201D replaces RIICOM201A RIIWHS201D replaces RIIOHS201A RIIWHS204D replaces RIIOHS204A RIIQUA201D replaces RIIQUA201A RIIRIS201D replaces RIIRIS201B

Description

This qualification covers the skills and knowledge required to perform a range of tasks related to servicing tyres of motorcycles, light vehicles, heavy vehicles, agricultural vehicles, earthmoving and off-the-road vehicles in an automotive service and repair business. *Job roles and employment outcomes*

The Certificate II in Automotive Tyre Servicing Technology prepares new employees or recognises and develops existing workers who service the following vehicle tyres in an automotive service or repair business:

- light vehicles
- heavy vehicles
- agricultural equipment.

Job roles related to this qualification include:

- automotive tyre fitter and repairer

Pathways Information

Pathways into the qualification

Credit will be granted towards this qualification to those who have completed AUR10112 Certificate I in Automotive Vocational Preparation or other relevant qualifications.

Pathways from the qualification

Further training pathways from this qualification include AUR30612 Certificate III in Light Vehicle Mechanical Technology, AUR32512 Certificate III in Automotive Underbody Technology and AUR32613 Certificate III in Automotive Tyre Management, or other relevant qualifications

Licensing/Regulatory Information

Licensing considerations

There are no specific licences that relate to this qualification. However, some units in this qualification may have licensing or regulatory requirements, depending on the work context. Local regulations should be checked for details.

Entry Requirements

This qualification may be accessed by direct entry.

Employability Skills Summary

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY

The following table contains a summary of the employability skills as identified by the automotive body repair 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:
Communication	<ul style="list-style-type: none"> • clearly communicating workplace information and ideas with workplace colleagues (verbal and non-verbal), including use of automotive terms • completing workplace reports • using and contributing to workplace procedures • maintaining workplace records • communicating with colleagues and clients to handle verbal enquiries, such as clarifying instructions and responding to requests for information • interpreting the needs of customers • reading and interpreting workplace-related documentation
Teamwork	<ul style="list-style-type: none"> • identifying and describing own role and role of others • working in a team • working with diverse individuals and groups • applying knowledge of own role to complete activities efficiently to support team activities and tasks
Problem solving	<ul style="list-style-type: none"> • recognising a workplace problem or potential problem and taking action • determining problems that need priority action • referring problems outside area of responsibility to appropriate person and suggesting possible causes • seeking information and assistance as required to solve problems • using a range of problem-solving techniques • developing practical responses to common breakdowns in workplace systems and procedures
Initiative and enterprise	<ul style="list-style-type: none"> • adapting to new and emerging situations in the workplace • being proactive and creative in responding to workplace problems, changes and challenges
Planning and organising	<ul style="list-style-type: none"> • planning own work requirements and prioritising actions to achieve required outcomes and ensure tasks are completed on

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY

The following table contains a summary of the employability skills as identified by the automotive body repair 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:
	<ul style="list-style-type: none">timeidentifying risk factors and taking action to minimise them
Self-management	<ul style="list-style-type: none">selecting and using appropriate equipment, materials, processes and proceduresrecognising limitations and seeking timely adviceplanning own work requirements, setting own work program and managing time to ensure tasks are completed on timefollowing workplace documentation, such as codes of practice and operating procedures
Learning	<ul style="list-style-type: none">asking questions to gain informationidentifying sources of information, assistance and expert knowledge to expand knowledge, skills and understandingparticipating in self-improvement activitiesparticipating in development of workplace continuous improvement strategieshelping others develop competency
Technology	<ul style="list-style-type: none">operating diagnostic and test equipmentperformance testing components, systems and equipmentusing tools and equipment efficiently and safelystoring and caring for components, parts, tools, test equipment and support equipmentusing business technology to collect, analyse and provide information