

Certificate IV in Building & Construction (Building)

Course code

BCG40106

Course description

This qualification is designed to meet the needs of builders and managers of small-medium building businesses. A builder is the person who coordinates the construction of a building taking responsibility for the overall completion of the job, including selecting contractors, overseeing the work and its quality, and liaising with the client. The builder may also be the appropriately licensed person with responsibility under the building licensing authority in Victoria. Major areas of study include building, construction methods, estimating, building law, building management, building surveying, contract administration, and Finance management. After successful completion students will be able to provide skilled assistance to builders and construction managers contributing to the contractual management of low-rise management of low-rise residential building projects.

Qualifications and Recognition

Upon successful completion, students are eligible for the Certificate IV in Building and Construction (Building). This qualification is nationally recognised in accordance with the Australian Qualification Framework and is supported by the Building Practitioners Board (BPB).

Recognition of Prior Learning (RPL) and Credit Transfer

Competencies already held by individuals can be formally assessed against the units of competency in this qualification, and should be recognised regardless of how, when or where they were achieved.

In a Recognition of Prior Learning (RPL) pathway, the candidate is required to provide current, credible evidence of their proficiency against the relevant unit of competency. This process may be directed by the candidate and verified by the assessor, such as in the compilation of portfolios; or directed by the assessor, such as through observation of workplace performance and skills application, and oral and/or written assessment. Where the outcomes of this process indicate that the candidate is competent, structured training is not required. RPL applications are accepted one month prior to course commencement. Students will be exempted from attending classes if RPL application is successful.

Career Opportunities

This course may lead to employment opportunities as a:

- Para-professional in domestic building.
- Building works supervisor
- Domestic building contractor employee
- Registered Building Practitioner

How to become a registered builder

Throughout the duration of the course, students will receive:

- Support to identify the right category of registration
- Help collecting required documentation
- Advice on gaps for undertaking required training
- Assistance to put together a successful application

During the course students will produce a folio of evidence after completing course assignments and projects to present to the BPB assessor at interview. See list of evidence below:

- Business Plan
- Estimating worksheet
- Method of Work Statement
- Profit/Loss balance sheet
- Quality control checklist
- Resume
- Construction schedule of works
- Site induction plan

In line with the requirements of the Building Practitioners Board (BPB) this course is recognised by the BPB as an equivalent qualification for registration as a Domestic Builder. To become a Registered Builder the BPB in Victoria requires individuals to:

- demonstrate that they hold the appropriate qualification
- ensure that they have relevant practical experience
- have the appropriate years of experience
- be of good character
- undertake an assessment (face-to-face interview) with the Building Practitioners Board Assessors
- hold the appropriate insurance

For further information visit www.buildingcommission.com.au

Support Services

Throughout the course, you will have the opportunity to receive the visit of an Insurance broker who will explain what you will need to be eligible for insurance and a consultant who will give you advice on how to present the best application to the BPB and prepare for the interview with their assessors. Twice a year Short Courses hosts a Seminar for all current students with the BPB Registrar who will talk about the domestic building registration process.

Selection Criteria

- Candidates must have three years relevant hands-on experience in domestic building or an allied field, and must be able to use a computer and the Internet.
- Candidates must complete an application questionnaire before enrolling. **Click here to view application checklist.**

How to apply

Candidates can apply online, via mail or in person. Please call Short Courses for further information on 9564 1742.

Course length

The program incorporates a blend of on-campus, off-campus and computer based study to cover the total amount of hours required to obtain this qualification. Please contact Short Courses for further information on 9564 1742.

- 25 weeks Friday 6-10pm and Saturday 8.30am-5pm
- 17 weeks Monday & Wednesday 6-10pm

No classes over school holidays.

Teaching modes

A blended delivery mode is used to teach this program. 12 Units of competency will be delivered face to face through a series of workshops and lectures in which students will undertake small group and individual activities such as practical exercises, group discussions, role plays, video presentations, special speakers, computer sessions among others. Students will also receive a cd that contains technical content and assessments of three units of competency. Students will study from this toolbox on their own and at their own pace. There will be attendance at scheduled classes throughout the units to introduce new topics and answer questions regarding the toolbox content. Trainers will always be available through emails and phone to answer student's questions.

Course structure

Students must complete 15 units of competencies. There are 12 core competencies and 3 electives.

12 core competencies :

- BCGBC4001A Apply building codes and standards to the construction process for low-rise building projects
- BCGBC4002A Manage occupational health and safety in the building and construction workplace
- BCGBC4003A Select and prepare a construction contract
- BCGBC4004A Identify and produce estimated costs for building and construction projects
- BCGBC4005A Produce labour and material schedules for ordering
- BCGBC4006A Select, procure and store construction materials for low-rise projects
- BCGBC4007A Plan building or construction work
- BCGBC4008A Conduct on-site supervision of the building and construction project
- BCGBC4009A Apply legal requirements to building and construction projects
- BCGBC4010A Apply structural principles to residential low-rise constructions
- BCGBC4011A Apply structural principles to commercial low-rise constructions
- BSBSBM406A Manage finances

3 electives:

- BSBSBM401A Establish business and legal requirements
- BSBSBM402A Undertake financial planning
- BCGBC4024A Resolve business disputes

Assessment

- At the beginning of each unit, students will receive a Course Outline listing learning outcomes and types of assessments. Trainers will evaluate student's skills and knowledge and judge whether they are competent or not.
- Assessments can have the form of workplace projects, written and oral questioning, role-plays, case study analysis, scenarios, written reports, presentations etc.
- All trainers must review the different types of assessments and dates with students. Many of these assessments will be completed out of teaching hours.

Opportunities for further studies

Following the completion of the Certificate IV students can go on to further studies and complete the Diploma of Building.

Commencement dates

February, March, April, June, September, October 2009

Location

Chadstone Campus

Course enquiries

Phone: 9564 1742

Email: shortcourses@holmesglen.vic.edu.au