

CIVIL TRAIN

The Training Division of the CCF

SHORT COURSE

VERIFICATION OF COMPETENCY (VoC)

Are you required to have validatable evidence of your ability to safely carry out your work activities? Do you hold a ticket/licence or industry competency or are working for a new employer or contractor and require evidence to verify your competency?

COURSE OVERVIEW

A verification of competency (VoC) is a process where skills and knowledge are evaluated against a prescribed performance criteria and may be suitable for:

- Employers wishing to comply with legislation to maintain competency of workers.
- Ensuring staff are competent and proficient in performing the duties specific to a project or task
- Providing ongoing evidence of monitoring the work of workers (employees). The VoC can be conducted in accordance with workplace procedures i.e. over 6 months as part of an ongoing program of employee training and competency maintenance.
- Assisting workers post-incident, as part of return to work programs, to ensure that their competencies remain current after an absence.
- Identifying gaps that may exist between operators or if there are areas that require immediate attention.

COURSE OUTCOME

Upon completion you will receive a card stating the competency you have been verified to.

DELIVERY AND ASSESSMENT

This course is assessed face to face. Simulation can be integrated if requested.

There may be theory and practical training and assessment components to the course.

LOCATION

Available on our Thebarton site, with our machines

OR

Available on your site, with your machines, to your work procedures – call us for a quote.

PERSONAL PROTECTIVE EQUIPMENT

Enclosed, safety footwear, long pants and long sleeved shirts with hi-vis are required. Other sites may have other requirements which will be confirmed at the time of booking. Failure to wear correct PPE may prevent the participant from completing the practical training and/or assessment.

ENTRY REQUIREMENTS

Entrants will need a level of language and literacy skills to enable them to meet the requirements of the course.

Civil Train SA recommends year 10 school completion or equivalent as a guide to the level required for short courses.

ALL LEARNERS WILL BE REQUIRED TO PROVIDE PHOTOGRAPHIC IDENTIFICATION UPON ARRIVING FOR THEIR COURSE

For further details and training dates please contact
Civil Train on 8111 8001
1 South Road, Thebarton SA 5031
www.civiltrainsa.com.au

WHAT TYPE OF VoCS ARE AVAILABLE?

Mobile Plant Equipment VoC

Civil Train has a large bank of plant specialists with years of experience across a variety of sectors who collectively can train and assess in **all types of mobile plant** to **all types of National Accredited Competency, Industry Competency and Licences** used in civil, mining and extractive industries.

Practical assessment for VoCs can be achieved through live plant or simulation or a combination of both.

Civil Train utilises actual machinery and also offers the option of static and motion platform simulators that can be utilised to record 100% un-biased, regulated assessments; every operator will undergo exactly the same assessments and be recorded against the selected criteria.

WHAT OPTIONS DO I HAVE WITH THE STRUCTURE OR LEVEL OF VoC THAT CAN BE CONDUCTED?

There are theory and practical assessment components to the courses which can be divided into the required level of competency validation that suits your needs:

- Level 1 VoC: Full VoC; practical and knowledge assessment to existing competency
- Level 2 VoC: Practical only, to existing competency
- Level 3 VoC: Knowledge only, to existing competency

WHAT ARE THE VoCS EVALUATED/ASSESSED AGAINST?

Existing Industry Standards

Verification of Competency can be carried out to existing Industry standards which may include:

- **Duty of Care** (in accordance with NOHSC: 7019 [1992])
- **RII national unit of competency** (Nationally Accredited Unit of Competencies)
- **Test and move** (basic start up, move and shut down in accordance with manufacturer's specifications)

Organisation Standards

Verification of Competency can be developed to be carried out to **your** specific required outcomes which may include an assessment specifically designed for your own:

- **Equipment,**
- **Tasks/Activities,**
- **Site Policies and Procedures,**
- **Workplace rules,**
- **Safe Work Method Statements (SWMS), Job Safety and Environmental Analysis (JSA/JSEA) Documentation.**

FEES

Please refer to our [Fees Schedule](#) for current fees and subsidies.

Please refer to our [Fees and Refunds Policy](#) for terms and conditions.

Both documents are published on our website www.civiltrainsa.com.au

Terms and conditions

Please refer to our website www.civiltrainsa.com.au for full terms and conditions.

Please decide if this is the right course for you before you enrol. This course information flyer should be read in conjunction with Civil Train SA's pre-enrolment brochure and our policies and procedures available at www.civiltrainsa.com.au. If you require any more information or assistance, or you identify yourself to have specific needs that may affect your capacity to complete this course, please speak to one of our representatives.