Government of **Western Australia**
Department of **Commerce**

Building Commission

PAINTING ASSESSMENT GUIDE

ESTIMATING AND SPECIFICATIONS

Fitness and Competency Assessments, relating to an application for registration under the *Building Services (Registration) Act 2011*

Unit: BCGBC4004A Identify and Produce Estimated Costs for Building and Construction Projects

ASSESSMENTS

PLEASE NOTE that any questions with respect to the assessments, including dates, times and fees, should be directed to the Building Commission Registration staff on (08) 9476 1200.

Country applicants: Arrangements may be made for country applicants to sit the assessments at a training facility closer to their place of residence.

Alternatively candidates can enrol to complete the Course in Painters' Registration. On successful completion of the unit, participants will not be required to sit the Building Commission's assessment. Please contact the relevant registered training organisations for information about enrolment and applications.

Registered Training Organisations:

Polytechnic West (Thornlie)**:** 08 9276 7674

Master Painters Association (Maylands): 08 9471 6662

CONTENT

There are seven parts to the assessment.

1. The Tendering Process
2. Customer Service
3. Job Planning
4. Specifications and Contracts
5. Calculating (perimeters, areas, quantities of paint, labour, wall coverings)
6. Reading Building Plans
7. Quotation Writing

MARKS

Marks for each part are detailed on the assessment paper for a total of 100 marks. To pass the assessment, applicants must achieve an overall mark of not less than 50%, or 50 marks.

WHAT TO TAKE WITH YOU

Identification:

Applicants will need to present, and have with them during the assessment, suitable photo identification such as a passport or driver's licence.

Materials and resources:

Bring a calculator and scale ruler to the assessment with you. No books, reference materials or other resources may be taken into the assessment.

Required for this assessment:

- Calculator
- Trade Calculation Formula Sheet - Table 2.1 "Painters' Estimating and Specifications" (provided at the assessment)
- Scale Ruler

PLEASE NOTE that no material other than the assessment paper and blank paper will be provided.

Other:
Applicants will need to bring with them a scale ruler, calculator, and writing implements (pens, pencil, eraser etc). Pencil cases are not permitted to be taken into the examination room.

OBJECTIVE

The provisions of the *Building Services (Registration) Act 2011* allow the Building Services Board to assess an applicant's fitness and competency to carry out painting work. In assessing an applicant's fitness and competency consideration will be given as to whether an applicant has passed the assessments set by the Board.

PREPARING

The assessment is designed to cover the knowledge an applicant would have gained if the applicant had undertaken and passed the prescribed course of study being the Course in Painters' Registration. Set out in the summary below are the areas covered by each part of this assessment.

SUMMARY

1. THE TENDERING PROCESS

This section of the assessment seeks to examine your knowledge and understanding of tendering for a contract including scope of work, locations, key personnel involved and close-off date.

2. CUSTOMER SERVICE

This section of the assessment seeks to examine your knowledge and understanding of customers and their requirements, interpersonal skills, communication skills, communication methods and providing quality service.

3. JOB PLANNING

This section of the assessment seeks to examine your knowledge and understanding of planning how the project is going to be carried out, including the procedures required for completion, labour and material costs, problems that may arise, contingency options and flexibility.

4. SPECIFICATIONS AND CONTRACTS

This section of the assessment seeks to examine your knowledge and understanding of the purpose of specifications, types of contracts, preliminaries and general conditions.

5. CALCULATING (areas, quantities of paint, labour, wall coverings)

This section of the assessment seeks to examine your knowledge and understanding required to make various calculations in a work situation, such as amount of paint required to paint a specific area, time and hourly rates required.

6. READING BUILDING PLANS

This section of the assessment seeks to examine your knowledge and understanding required to read site plans, floor plans, elevations, sectional elevations, abbreviations and symbols on plans.

7. QUOTATION WRITING

This section of the assessment seeks to examine your knowledge and understanding of writing quotations and estimates, and understanding the differences between them.

TEXTS

Copies of Acts and Regulations:

State Law Publisher
Ground Floor, 10 William Street, PERTH WA 6000
Web: www.slp.wa.gov.au
Phone: 08 9426 0000
Email: sales@dpc.wa.gov.au

Australian Standards:

- *AS2311 Guide to the Painting of Buildings*

SAI Global
GPO Box 5420 SYDNEY NSW 2001
Web: www.saiglobal.com
Phone: 131 242
Fax: 1300 654 949
Email: sales@saiglobal.com

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Painters' Estimating and Specifications

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