

PRM10104

Certificate I in Asset Maintenance (Cleaning Operations)

Course information and vocational outcomes

This is an accredited course and this qualification into the field of cleaning in a variety of industries. It also contains an Occupational health and safety component which is essential for anyone desiring to work in this field.

To complete this course all Core Units must be completed.

The nominal hours for this course are 65 hours.

Completion of this course carries with it a Nationally Recognised Certificate.

Course content

Core units

- **PRMCL40B - Prepare for work in the cleaning industry (25 nominal hours)**
(This unit of competency covers the skills and knowledge required to prepare for work in the cleaning industry. The unit applies to knowledge of legislative and company requirements, industry information and future learning opportunities. It requires the ability to follow work instructions, use mathematical calculations to prepare chemicals and perform basic cleaning activities while applying company policies and procedures. The knowledge and ability to select appropriate equipment, chemicals and methods to perform a task safely and efficiently is essential.)
 1. Identify roles and responsibilities
 2. Work safely and effectively in the cleaning industry
 3. Follow routine instructions
 4. Identify future career opportunities
- **PRMCL41B - Apply basic communication skills (15 nominal hours)**
(This unit of competency covers the skills and knowledge required to apply basic verbal, non-verbal and written communication skills for effective interaction with clients and colleagues in the cleaning industry. It requires the ability to facilitate an accurate exchange of information, interpret and follow routine instructions, and demonstrate appropriate communication techniques when working with others from different backgrounds. This work would be carried out under direct supervision within organisational guidelines.)
 1. Receive and relay information
 2. Work with others
- **PRMCMN101A - Follow workplace safety arrangements (25 nominal hours)**
(This unit of competency covers understanding and following workplace occupational health and safety (OHS) policies and procedures in order to ensure own safety and that of others in the workplace. It also covers recognising common hazards and following workplace emergency procedures. This unit is relevant for employees without managerial or supervisory responsibilities. Performance would usually be carried out under supervision, within company guidelines. The unit is based on Generic Competency A in the National Guidelines for Integrating Occupational Health and Safety Competencies into National Industry Competency Standards (NOHSC:7025 [1998] 2nd edition).)
 1. Follow workplace safety and emergency procedures
 2. Access and share information regarding OHS in the workplace
 3. Employ safe work practices