

Training and Skills Recognition under the State Government Departments Certified Agreement 2003

Public Services and Other Training Packages

Training Packages are developed to meet the identified training needs of specific industries through Industry Training Advisory Bodies (ITABs) or Recognised Bodies. The Public Services Training Package has been developed by Public Service Education and Training Australia Inc (PSETA) the Recognised Body representing the public service industry on vocational education and training issues. PSETA consulted widely with stakeholders in state, territory and commonwealth government in the development of the Training Package.

Background to the Public Services Training Package

The Public Services Training Package is a set of nationally endorsed standards and qualifications for recognising and assessing people's skills in the public sector. All Training Packages have three components:

- Competency Standards (these are the skills and knowledge required in the workplace)
- Assessment Guidelines (the required level of performance in the workplace)
- Qualifications Framework (the individual units of competency are combined to form a range of national qualifications)

In simple terms, the Training Package describes what skills and knowledge you need to perform effectively in the workplace without dictating how you will obtain those skills and knowledge. (In the workplace, additional training and learning programs may also be used to ensure that the needs of employees are fully addressed.)

Generalist qualifications

The five generalist qualifications range from Certificate II to Advanced Diploma. These provide a suite of qualifications "in Government".

- PSP 2 01 99 Certificate II in Government
- PSP 3 01 99 Certificate III in Government
- PSP 4 01 99 Certificate IV in Government
- PSP 5 01 99 Diploma of Government
- PSP 6 01 99 Advanced Diploma of Government

In each qualification there are Required Units and Electives. Required Units come from the generalist Key Areas. To allow for the diversity of the public sector, Electives may be chosen from anywhere in this Training Package, or from any other set of endorsed standards at the same qualification level or above. While the number of Electives is prescribed, this should be read as a minimum, since additional competencies achieved can be recorded via a statement of attainment.

Specialist qualifications

There are 16 qualifications in this category in areas of specialisation such as:

- Finance and Accounting
 - PSP 5 07 99 Diploma of Government (Financial Management)
- Fraud Prevention, Detection and Investigation
 - PSP 4 04 99 Certificate IV in Government (Fraud Control Investigation)
 - PSP 4 05 99 Certificate IV in Government (Fraud Control Prevention/Detection)
 - PSP 5 04 99 Diploma of Government (Fraud Control Investigation)
 - PSP 5 05 99 Diploma of Government (Fraud Control Prevention/Detection)
 - PSP 6 06 99 Advanced Diploma of Government (Fraud Control Management)
- Human Resources
 - PSP 6 04 99 Advanced Diploma of Government (Human Resources)
- Management
 - PSP 5 03 99 Diploma of Government (Management)
 - PSP 6 05 99 Advanced Diploma of Government (Management)
- Policy Development
 - PSP 5 02 99 Diploma of Government (Policy Development)
- Procurement, Tendering and Contract Management
 - PSP 4 03 99 Certificate IV in Government (Procurement & Contracting)
 - PSP 6 03 99 Advanced Diploma of Government (Contract Management)
- Project Management
 - PSP 4 06 99 Certificate IV in Government (Project Management)
 - PSP 5 06 99 Diploma of Government (Project Management)
- Regulatory
 - PSP 4 02 99 Certificate IV in Government (Statutory Investigation & Enforcement)
 - PSP 6 02 99 Advanced Diploma of Government (Compliance Management)