

COURSE OUTLINE

Electrical Contractors Licence – Qualified Business Person (QBP) course

This course has been contextualised to Electrical workers who are completing the course to gain an Electrical Contractors Licence. Examples used throughout the course are specific to the Electrical Industry and the trainer has had many years experience as an Accountant for small to medium sized businesses. The course is very practical, as part of the course assessment you will complete tasks that you would ordinarily complete when setting up a business. You will also create forms to comply with legislation that you can use when you start working in the business.

TRAINING:

The course is very practical and relevant for anyone wishing to set up a new business. Topics covered include:

- Deciding on a legal business structure (sole trader, company etc.), sources of free advice and registering a business.
- Compliance with laws and regulations such as Electrical Safety Act and Regulations, workplace policies and procedures.
- Negotiation and arrangements of contracts and business risk

Upon successful completion learners will be issued a Statement of Attainment for the following nationally recognised units of competency:

UEENEEE101A - Apply Occupational Health and Safety regulations, codes and practices in the workplace

BSBSMB401 – Establish Legal and Risk Management Requirements of Small Business

UEENEEG175A - Develop compliance policies and plans to conduct an electrical contracting business

Training and assessment:

UEENEEE101A: Training for this unit of competency is completed via distance by the student prior to attending the 2 day course.

BSBSMB401 & UEENEEG175A: The training for these units of competency is delivered over a 2-day face-to-face course. The training includes business structure options, how an electrical contracting business complies with laws and regulations and how to identify and manage risks to your business.

Assessment is completed in class over the 2 day face-to-face course.

WHO IS ELIGIBLE TO DO THIS COURSE:

Anyone with basic literacy and numeracy skills

COURSE DURATION

Students have 1-3 hours of pre-work prior to attending the 2 day course. All remaining assessment requirements are completed during the 2 day course.

COST: \$1,500

CSQ SUBSIDISED COURSE FEE: \$150*

*As a Construction Skills Queensland (CSQ) registered training supplier, we provide training that is supported by CSQ funding. Queensland residents working in the Construction Industry (Queensland Electricians) are usually eligible for the funding. Once we receive your enrolment form (online or via email) we will send you a CSQ application pack to complete, this application will verify your eligibility for CSQ funding. You can contact our office at any stage to find out what evidence is required to be eligible for the CSQ funding – 0407 164 909.

Please note, as we have a limited amount of funding the subsidised course fee cannot be approved until we have received your completed application and supporting evidence and have checked that we have not reached our maximum funding amount. You will receive written advice whether your application has been approved within 1 working day of being received.

