

The background of the cover is a photograph of a construction site at sunset. The sky is a mix of blue and orange, with scattered white clouds. In the foreground, the dark silhouettes of two construction workers wearing hard hats are visible. They are standing on a steel framework, with one worker holding a horizontal beam. The steel structure consists of vertical and horizontal beams forming a grid. The overall scene is backlit by the setting sun, creating a warm, golden glow. A large, semi-transparent orange shape is overlaid on the top left corner of the image.

# **COURSE GUIDE**

CPC40120

**Certificate IV in Building and  
Construction (Building)**

[WWW.BI.EDU.AU](http://WWW.BI.EDU.AU)

# ABOUT US



Builders Institute (RTO #45904) is a nationally recognised training organisation delivering high-quality **building and construction training** across Australia. Our mission is to provide industry-leading, accessible, and affordable **construction courses**, ensuring learners have the skills to succeed in the ever-evolving construction industry. We offer top-tier learning resources and personalised support to help you achieve your goals.

With a team of experienced **construction professionals** and industry partners, our courses reflect current industry standards, preparing you for real-world challenges.

**Flexibility** is at the heart of our educational approach. We offer various **learning delivery methods** so you can tailor your study experience to fit your lifestyle. Whether you prefer online learning, in-person classes, or a blended approach, we make it easy to balance your studies with work and personal commitments. We provide ongoing support through mentoring and industry connections, ensuring you have the resources needed for a successful career in the **construction sector**.

**WWW.BI.EDU.AU**

# COURSE OUTCOMES

The Certificate IV in Building and Construction (Building) is designed to meet the needs of individuals working in the building industry who aspire to become builders and managers of small to medium-sized building projects. This course enhances your knowledge and skills in the residential building industry, focusing on project supervision, building project management, building estimating, and construction business management.

By incorporating financial management and dispute resolution into the curriculum, the course offers a more comprehensive understanding of the practical challenges faced by small business owners. This hands-on approach not only improves technical skills but also enhances your ability to navigate real-world business scenarios, equipping you to start and manage your own small business successfully.

Through a mix of theory and practical coursework, you will gain expertise in areas such as:

- Building codes and standards
- Planning and supervising building construction projects
- Reading and interpreting plans and specifications
- Identifying and estimating building costs, including minimizing waste
- Applying building science principles to construct energy-efficient buildings
- Planning and preparing tender documentation

As a result, you'll be better prepared for a fulfilling and successful entrepreneurial journey in the building industry.

## RECOGNITION OF PRIOR LEARNING (RPL) &/OR CREDIT TRANSFER

If you have completed prior trainings you may be eligible for RPL or a Credit Transfer (also referred to as National Recognition). To ensure you fulfil the required criteria contact student support for more information on 1300 119 571

# CAREER OPPORTUNITIES

- Builder
- Construction Manager/Supervisor Site Manager/Supervisor
- Project Manager

## ENTRY REQUIREMENTS

- Learners currently working or be employed in a position in the building and construction industry that allows them to demonstrate the application of the process and management skills required by the program.
- Basic English language, literacy and numeracy skills, assessed with a Language Literacy and Numeracy quiz.

## ENROLMENT & TECHNOLOGY REQUIREMENTS

On enrolment, you will be required to provide:

- A copy of Photo ID (Driver licence /Passport)
- Unique Student Identifier (USI) Number
- Demonstration of sufficient language, literacy, and numeracy skills

Minimum criteria for computer and computer apps/software:

- Computer with internet access
- Microsoft Word, Excel, PowerPoint, Adobe Acrobat Reader DC

## RESOURCES PROVIDED

Learners resources will be provided and have access to the following:

- Access online learning portal login, Access to learning materials (learner guide, powerpoint presentation, You-tube clips, webinars, Assessment materials & Assessment templates etc...)
- National Construction Code & relevant legislation, regulations, standards and codes
- Builders Institute Study Guide
- Plans and specs for the building and construction project you will be working on

# COURSE DELIVERY



## COURSE DURATION

UP TO 10 months

## STUDY LOAD

UP TO 18 Hours per week



## BLENDED LEARNING

- Virtual Classroom
- Structured Online learning
- Hands on projects

## TUTORIAL SCHEDULE



Course lessons are conducted via our online learning platform on weekday evenings from 6 PM to 10 PM, or on Saturday from 9 AM to 4 PM.

# COURSE FEES



## EXPRESS

\$997 (Enrolment Fees) +  
\$4,000 Course Commenced  
(Save \$656)



## BY INSTALMENTS

\$997 (Enrolment Fees) +  
\$117 Weekly for 40 Weeks  
Total \$5,653

# UNITS OF COMPETENCY

To successfully achieve the CPC40120 Certificate IV in Building and Construction (Building), learners must be assessed as competent in nineteen (19) units of competency:

CPCCBBC4009	Apply legal requirements to building and construction projects
CPCCBBC4012	Read and interpret plans and specifications
CPCCBBC4014	Prepare simple building sketches and drawings
CPCCBBC4002	Manage work health and safety in the building and construction workplace
CPCCBBC4003	Select, prepare and administer a construction contract
BSBESB407	Manage finances for new business ventures
CPCCBBC4007	Plan building or construction work
CPCCBBC4004	Identify and produce estimated costs for building and construction projects
CPCCBBC4005	Produce labour and material schedules for ordering
CPCCBBC4021	Minimise waste on the building and construction site
BSBPMG422	Apply project quality management techniques
CPCCBBC4024	Resolve business disputes
CPCCBBC4008	Supervise site communication and administration processes for building and construction projects
CPCCBBC4018	Apply site surveys and set-out procedures to building and construction projects
CPCCBBC4006	Select, procure and store construction materials for building and construction projects
CPCCBBC4001	Apply building codes and standards to the construction process for Class 1 and 10 Buildings
CPCCBBC4053	Apply building codes and standards to the construction process for Class 2 to 9, Type C Buildings
CPCSUS4002	Use building science principles to construct energy efficient buildings
CPCCBBC4010*	Apply structural principles to residential and commercial constructions

# CONNECT WITH THE BUILDERS INSTITUTE TEAM TODAY

PHONE: 1300 119 571  
EMAIL: [info@bi.edu.au](mailto:info@bi.edu.au)  
WEBSITE: [www.bi.edu.au](http://www.bi.edu.au)





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# INDUSTRY PARTNERS

