

New Zealand Certificate in Automotive Parts and Accessories (Level 3)			
Level	3	Credits	142
Assessment standards aligned with qualification outcomes			
Outcome		Unit Standards	
<p>Outcome 1</p> <p>Follow workplace policies, procedures and relevant regulations to work safely and effectively in an automotive parts and accessories environment.</p> <p>(Credits 10)</p>		<p>29579 - Demonstrate knowledge of good work habits and safe work practices in the automotive industry (Level 2, credits 4)</p> <p>29580 - Demonstrate good work habits and safe work practices in the automotive industry (Level 2, credits 4)</p> <p>21718 - Demonstrate knowledge of hazardous materials used in the motor industry (Level 2, credits 2)</p> <p>29582 - Demonstrate knowledge of customer service requirements and business responsibilities in the automotive industry (Level 3, credits 4)</p> <p>23743 - Demonstrate knowledge of general legislation and regulations in the motor industry (Level 3, credits 2)</p> <p>22789 - Demonstrate knowledge of warranties and guarantees that apply to the automotive industry (Level 4, credits 4)</p>	
<p>Outcome 2</p> <p>Apply a fundamental understanding of automotive vehicle systems to work in an automotive parts and accessories environment.</p> <p>(Credits 60)</p>		<p>30475 - Demonstrate knowledge of motor industry engineering tasks (Level 2, credits 2)</p> <p>30476 - Demonstrate knowledge of tools and equipment used in the motor industry (Level 2, credits 2)</p> <p>30477 - Demonstrate knowledge of petrol and diesel engines (Level 3, credits 4)</p> <p>30478 - Demonstrate knowledge of automotive lubricants (Level 2, credits 2)</p> <p>30435 - Demonstrate knowledge of vehicle emissions (Level 3, credits 4)</p> <p>30436 - Demonstrate knowledge of electronic fuel injection (EFI) system (Level 3, credits 2)</p> <p>30437 - Demonstrate knowledge of the operation of a diesel fuel system (Level 3, credits 2)</p> <p>30480 - Demonstrate knowledge of automotive cooling systems and engine coolant (Level 3, credits 2)</p> <p>30559 - Demonstrate knowledge of induction and exhaust systems (Level 3, credits 4)</p> <p>30571 - Demonstrate knowledge of the principles and testing of automotive electrical circuits (Level 3, credits 6)</p>	

	<p>30572 - Demonstrate knowledge of vehicle or machine batteries (Level 2, credits 3)</p> <p>30573 - Demonstrate knowledge of a supplemental restraint system (Level 3, credits 2)</p> <p>30560 - Demonstrate knowledge of clutches and manual transmissions (Level 3, credits 3)</p> <p>30561 - Demonstrate knowledge of drivelines and final drives (Level 3, credits 4)</p> <p>30562 - Demonstrate knowledge of automatic transmissions (Level 3, credits 4)</p> <p>30566 - Demonstrate knowledge of steering and suspension systems (Level 3, credits 2)</p> <p>30567 - Demonstrate knowledge of automotive tyres and wheels (Level 3, credits 3)</p> <p>30568 - Demonstrate knowledge of brake systems (Level 3, credits 4)</p> <p>30569 - Demonstrate knowledge of hybrid electric and battery electric vehicles or machines (Level 3, credits 3)</p>
<p>Outcome 3</p> <p>Apply fundamental sales techniques in an automotive parts and accessories environment.</p> <p>(Credits 40)</p>	<p>10458 - Communicate product information to sales clients (Level 4, credits 5)</p> <p>26861 - Apply sales skills and tools to sales situations (Level 3, credits 10)</p> <p>26864 - Apply knowledge of the sales process to sales situations (Level 3, credits 6)</p> <p>26860 - Manage buyer resistance in sales situations (Level 3, credits 4)</p> <p>26863 - Demonstrate knowledge of business ethics and corporate social responsibility as they apply to sales professionals (Level 3, credits 4)</p> <p>31065 - Demonstrate knowledge of estimates and quotations in the automotive industry (Level 4, credits 3)</p> <p>968 - Prepare and deliver an estimate or quotation for the supply of an automotive product or service to a customer (Level 4, credits 4)</p> <p>31648 - Demonstrate knowledge of planning an automotive product promotion (Level 3, credits 2)</p> <p>31647 - Produce an automotive product promotion plan (Level 4, credits 4)</p>
<p>Outcome 4</p> <p>Carry out department operations in an automotive parts and accessories environment; including the sourcing,</p>	<p>22785 - Demonstrate knowledge of stock ordering and stocktaking automotive industry (Level 3, credits 3)</p> <p>11966 - Count and record stock in a retail or distribution environment (Level 2, credits 2)</p>

<p>storing and selling of automotive parts and accessories.</p> <p>(Credits 30)</p>	<p>422 - Create in-store displays in a retail environment (Level 3, credits 3)</p> <p>11981 - Plan and control stock storage areas in a retail or distribution environment (Level 4, credits 3)</p> <p>334 - Demonstrate knowledge of and operate inventory systems (Level 3, credits 4)</p> <p>383 - Demonstrate knowledge of purchasing and storing automotive parts and accessories (Level 3, credits 3)</p> <p>28146 - Prepare for and handle payment transactions in a service delivery context (Level 3, credits 4)</p>
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Appendix 1: Exemptions

Unit Standard	Exempt from
391	968
15412	31647 and 31648
387	22785
398	22789



Programme Guidance for Education Organisations