

National Certificate in Architectural Aluminium Joinery (Level 4) with strands in Quotation, and Special Aluminium Joinery

Level 4

Credits 74-79

This qualification has been **reviewed**. The last date to meet the requirements is 31 December 2020

Transition Arrangements

Version 2 of this qualification was republished to extend the last date for entry into training programmes (enrolment) leading to this qualification from 31 December 2017 to 31 December 2018. The last date for assessment is unchanged.

This qualification has been reviewed and replaced by the New Zealand Certificate in Architectural Aluminium Joinery (Estimator) (Level 4) [Ref: 2941] and the New Zealand Certificate in Architectural Aluminium Joinery (Joiner) (Level 4) with an optional strand in Computer Numerical Controlled Machinery [Ref: 2943].

The last date for entry into programmes leading to the replaced qualifications is 31 December 2018. The last date for assessment against the replaced qualifications is 31 December 2020.

Candidates currently working towards this qualification may either complete its requirements by the date specified or transfer to one of the replacement qualifications.

For detailed information see [Review Summaries](#) on the NZQA website.

Version 2 changes to structure and content

- Credit total decreased from 78-83 credits to 74-79 credits.
- Standards 23740 and 25397 were removed from the compulsory section.
- Standard 28205 was added to the compulsory section.

This qualification contained expiring unit standards for which a replacement unit standard has now been registered. For the purposes of this qualification, people who have gained credit for the expiring unit standards are exempt from the requirement to gain credit for the replacement unit standards – see table below.

Credit for	Exempt from
23740, 25397	28205

NZQF National Qualification Registration Information

Process	Version	Date	Last Date for Assessment
Registration	1	July 2011	December 2020
Review	2	January 2016	December 2020
Republication	2	July 2017	December 2020

It is anticipated that no existing candidates will be disadvantaged by these transition arrangements. However, anyone who feels that they have been disadvantaged may appeal to the BCITO at the address below. Appeals will be considered on a case-by-case basis.

Standard Setting Body

Building and Construction Industry Training Organisation (BCITO)
PO Box 2615
Wellington 6140

Telephone 64 04 381 6430
Email national.office@bcito.org.nz
Website <http://www.bcito.org.nz/>

Reviewed

National Certificate in Architectural Aluminium Joinery with strands in Quotation, and Special Aluminium Joinery

Level 4

Credits 74-79

Purpose

This qualification is for people in the architectural aluminium joinery industry who either specialise in preparing quotations for aluminium window contracts or manufacturing aluminium joinery to non-standard (special) specifications.

The compulsory section of the qualification covers the knowledge and skills related to applying hazard identification and risk assessment procedures, applying problem-solving techniques, collaborating within a group/team that has an objective, glass types and their application, implications of legislation and standards for the glass and aluminium joinery industries, working drawings and specifications for building work, and applying product or service knowledge.

The Quotation strand covers the knowledge and skills related to producing quotations, principles and procedures for aluminium window installation, preparing window schedules and specifications, employing customer service techniques, answering customer enquiries on the telephone, and responding to customer enquiries by writing.

The Special Aluminium Joinery strand covers the knowledge and skills related to assembling non-standard (special) aluminium joinery products, cutting aluminium extrusions, machining and preparing aluminium extrusions, preparing and fitting reveals, and glazing non-standard (special) aluminium joinery products.

Candidates wanting to achieve the National Certificate in Architectural Aluminium Joinery with the strand in Special Aluminium Joinery [Ref: 1687] must have achieved the National Certificate in Architectural Aluminium Joinery (Assembly and Glazing) (Level 3) with an optional strand in Cutting and Machining [Ref: 0766], or have demonstrated equivalent knowledge and skills.

Candidates wanting to achieve the National Certificate in Architectural Aluminium Joinery with the strand in Quotation [Ref: 1687] may have achieved the National Certificate in Architectural Aluminium Joinery (Assembly and Glazing) (Level 3) with an optional strand in Cutting and Machining [Ref: 0766], or have relevant industry experience.

Credit Range

	Core Compulsory	Quotation Strand	Special Aluminium Joinery Strand
Level 2 credits	3	-	-
Level 3 credits	13	9	6
Level 4 credits	18	36	34
Minimum totals	34	45	40
Qualification total with strand		79	74

Requirements for Award of Qualification

Award of NZQF National Qualifications

Credit gained for a standard may be used only once to meet the requirements of this qualification.

Unit standards and achievement standards that are equivalent in outcome are mutually exclusive for the purpose of award. The table of mutually exclusive standards is provided on the New Zealand Qualifications Authority (NZQA) website: <http://www.nzqa.govt.nz/qualifications-standards/standards/standards-exclusion-list/>.

Reviewed standards that continue to recognise the same overall outcome are registered as new versions and retain their identification number (ID). Any version of a standard with the same ID may be used to meet qualification requirements that list the ID and/or that specify the past or current classification of the standard.

Summary of Requirements

- Core Compulsory standards

One of the following strands is required

- Quotation Strand
- Special Aluminium Joinery Strand

Detailed Requirements

Core Compulsory

The following standards are required

Health > Occupational Health and Safety > Occupational Health and Safety Practice

ID	Title	Level	Credit
17602	Apply hazard identification and risk assessment procedures in the workplace	3	4

Humanities > Communication Skills > Interpersonal Communications

ID	Title	Level	Credit
9696	Apply problem-solving techniques	4	4
11101	Collaborate within a group/team which has an objective(s)	4	4

Manufacturing > Glass and Glazing > General Glass and Glazing

ID	Title	Level	Credit
19610	Demonstrate knowledge of glass types and their application	2	3

Manufacturing > Joinery > Joinery Core Skills

ID	Title	Level	Credit
28205	Apply codes of practice and industry standards to the production of glass, joinery, or joinery related items	4	10

Planning and Construction > Construction Trades > Carpentry Theory

ID	Title	Level	Credit
21211	Demonstrate knowledge of the principles of, and methods used in weatherproofing buildings	3	4
24362	Demonstrate knowledge of working drawings and specifications for building work	3	3

Service Sector > Service Sector Skills > Service Sector - Core Skills

ID	Title	Level	Credit
11818	Demonstrate and apply product and/or service knowledge	3	2

Quotation Strand

The following standards are required

Planning and Construction > Construction Trades > Architectural Aluminium Joinery

ID	Title	Level	Credit
558	Produce quotations for aluminium joinery products using quotation software	4	15
24744	Demonstrate knowledge of the principles and procedures for aluminium window installation	4	6
25858	Prepare window schedules and specifications	4	15

Service Sector > Service Sector Skills > Service Sector - Core Skills

ID	Title	Level	Credit
376	Employ customer service techniques to accommodate customer behavioural styles in a workplace	3	2
11815	Answer customer enquiries on the telephone in a wide range of contexts	3	3
11816	Respond to customer enquiries by writing in a range of contexts	3	4

Special Aluminium Joinery Strand

The following standards are required

Planning and Construction > Construction Trades > Architectural Aluminium Joinery

ID	Title	Level	Credit
22882	Assemble non-standard (special) aluminium joinery products	4	10
24740	Cut aluminium extrusions for the manufacture of non-standard (special) aluminium joinery products	4	8
24741	Machine and prepare aluminium extrusions for the manufacture of non-standard (special) aluminium joinery products	4	8
24742	Prepare and fit reveals for non-standard (special) aluminium joinery products	3	6
24743	Glaze non-standard (special) aluminium joinery products	4	8

Transition Arrangements**Version 1 Exemptions**

Credit for	Exempt from
552	28205
3505	11101
19613, 19614, 19615	28205

Version 2 Exemptions

Credit for	Exempt from
23740, 25397	28205

Standard Setting Body

Building and Construction Industry Training Organisation
 PO Box 2615
 Wellington

Telephone 04 381 6430
 Email national.office@bcito.org.nz

Other standard setting bodies whose standards are included in the qualification

NZQA
The Skills Organisation

Certification

This certificate will display the logo of the NZQA, the Building and Construction Industry Training Organisation and the organisation that has been granted consent to assess against standards that meet the requirements of the qualification.

Classification

This qualification is classified according to the classification system listed on the Directory of Assessment Standards (DAS) and the New Zealand Standard Classification of Education (NZSCED) system as specified below.

DAS Classification		NZSCED	
Code	Description	Code	Description
625	Planning and Construction > Construction Trades > Architectural Aluminium Joinery	040311	Architecture and Building > Building > Carpentry and Joinery

Quality Management Systems

Providers and Industry Training Organisations must be granted consent to assess by a recognised Quality Assurance Body before they can register credits from assessment against standards. Organisation with consent to assess and Industry Training Organisations assessing against standards must engage with the moderation system that applies to those standards. Consent to assess requirements and the moderation system are outlined in the associated Consent and Moderation Requirements (CMR) for each standard.