

Title	Demonstrate knowledge of supervisory responsibilities within a real estate business		
Level	5	Credits	5

Purpose	<p>This unit standard is for people who intend to operate as branch managers or agents in the real estate industry.</p> <p>People credited with this unit standard are able to:</p> <ul style="list-style-type: none"> – explain the supervisory responsibilities of a branch manager or agent; and – demonstrate and apply knowledge of supervisory responsibilities of a branch manager or an agent to employees, licensees and independent contractors.
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Classification	Real Estate > Real Estate Practice and Law
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Available grade	Achieved
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Guidance Information

1 Legislation and regulations relevant to this standard include:

Consumer Guarantees Act 1993;
 Contract and Commercial Law Act 2017;
 Employment Relations Act 2000;
 Fair Trading Act 1986;
 Health and Safety at Work Act 2015;
 Human Rights Act 1993;
 Lawyers and Conveyancers Act 2006;
 Privacy Act 2020;
 Real Estate Agents Act 2008;
 Real Estate Agents (Licensing) Regulations 2009;
 and all subsequent amendments and replacements.

2 Definitions

Agent refers to a real estate agent who holds, or is deemed to hold, a current licence as an agent under the Real Estate Act 2008.

Branch Manager means a person who holds, or is deemed to hold, a current licence as a branch manager under the Real Estate Agents Act 2008.

Employee refers to staff who have an employment agreement with a real estate business.

Independent contractor refers to a person who has a contract for service with the agency.

Industry requirements refer to all actions by licensees and employees which must comply with relevant professional standards, legislation, and rules made under the provision of applicable legislation.

Licensee refers to a salesperson, branch manager or agent, based on the meeting of individual qualifications and licensing requirements set by the Real Estate Agents (Licensing) Regulations 2009.

Real estate business refers to a business that conducts real estate agency work as defined by the Real Estate Agents Act 2008 for the purpose of bringing about a transaction.

3 Assessment

Evidence provided for assessment against this unit standard must be derived from a real or a simulated workplace situation, provided the simulation reflects industry requirements and requires performance that replicates a real working environment.

Outcomes and performance criteria

Outcome 1

Explain the supervisory responsibilities of a branch manager or agent.

Performance criteria

- 1.1 Explain the supervisory responsibilities a branch manager or agent has to licensees, in accordance with the Real Estate Agents Act 2008.
- 1.2 Explain the restrictions applying to a new licensee's first six months, consistent with the Real Estate Agents Act 2008.
- 1.3 Explain the implications of failure to supervise licensees in terms of the Real Estate Agents Act 2008.

Outcome 2

Demonstrate and apply knowledge of supervisory responsibilities of a branch manager or an agent to employees, licensees and independent contractors.

Performance criteria

- 2.1 Describe the obligations of a branch manager or agent in ensuring employees, licensees and independent contractors comply with New Zealand law relevant to the real estate industry.

Range New Zealand law includes but is not limited to – Employment Relations Act 2000, Health and Safety at Work Act 2015, Privacy Act 1993, Human Rights Act 1993.
- 2.2 Develop a supervision plan or agreement for a new licensee, consistent with industry requirements.

Replacement information	This unit standard replaced unit standard 22314.
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Planned review date	31 December 2026
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Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	12 February 2010	31 December 2013
Rollover and Revision	2	16 August 2012	31 December 2019
Review	3	26 October 2017	30 June 2023
Review	4	29 July 2021	N/A

Consent and Moderation Requirements (CMR) reference	0003
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This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

Comments on this unit standard

Please contact The Skills Organisation reviewcomments@skills.org.nz if you wish to suggest changes to the content of this unit standard.