

Title	Maintain professional standards and demonstrate leadership as a flooring trades professional		
Level	4	Credits	15

Purpose	<p>This unit standard is intended for those working in the flooring installation industry.</p> <p>People credited with this standard are able to maintain professional standards and demonstrate leadership as a flooring trades professional.</p>
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Classification	Construction Trades > Flooring
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Available grade	Achieved
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Guidance Information

1 Assessment

It is expected that this unit standard will be awarded near the completion of a programme leading to the achievement of all outcomes of the *New Zealand Certificate in Flooring Installation – Specifications*, the *New Zealand Certificate in Timber and Composite Flooring – Specifications*, the *New Zealand Certificate in Resin Flooring – Specifications*, and the *New Zealand Certificate in Flooring Surface Preparation – Specifications* and the *New Zealand Certificate in Flooring Installation (Level 4)* [Ref: 4296], the *New Zealand Certificate in Timber and Composite Flooring (Level 4)* [Ref: 4300], *New Zealand Certificate in Resin Flooring (Level 4)* [Ref: 4298], the *New Zealand Certificate in Flooring Surface Preparation (Level 4)* [Ref: 4299], and the *New Zealand Certificate in Flooring Planning and Design (Level 4)* [Ref: 4297].

The level of performance for this standard is consistency with current professional standards. Professional standards are reflected in:

- employment agreements, codes of conduct and standard operating procedures,
- training and education agreements,
- standards of ethics and professionalism produced by industry membership organisations,
- best practice and technical guidance produced by suppliers, regulators, education and industry organisations.

This standard must be assessed in the workplace and confirmed by a person who has current expertise in the flooring trades.

2 Definitions

Flooring trades include carpet installation, resilient installation, timber or composite flooring operations, resin flooring application, or specialist flooring surface preparation.

Sustainability of the flooring installation trade refers to the economic, environmental and social practices that contribute to the sustainability and improvement of the flooring installation industry.

Workplace procedures refers to the documented procedures specific to a workplace which sets out the standard and the required practices of that workplace.

3 Legislation, standards and guidance information relevant to this standard includes the following, and any subsequent amendments and replacements:

BCITO Specifications, available from www.waihanga.nz

- *New Zealand Certificate in Flooring Installation – Specifications*, September 2020
- *New Zealand Certificate in Flooring Surface Preparation – Specifications*, September 2020
- *New Zealand Certificate in Resin Flooring – Specifications*, September 2020
- *New Zealand Certificate in Timber or Composite Flooring – Specifications*, September 2020
- *New Zealand Certificate in Flooring Planning & Design – Specifications*, September 2020.

Legislation accessed at www.legislation.govt.nz

- Building Act 2004
- Construction Contracts Act 2002
- Hazardous Substances and New Organisms Act 1996
- Health and Safety at Work Act 2015
- The New Zealand Building Code.

Standards accessed at www.standards.govt.nz

- NZS 3604:2011 *Timber Framed Buildings*
- AS/NZS 2455.1:2007 *Textile floor coverings – Installation practice*
- NZS AS 1884:2013 *Floor coverings – Resilient sheet and tiles – Installation practices*
- AS/NZS 1080.1:2012 *Timber - Methods of test – Method 1: Moisture content*.

Best practice and good practice guidelines

- FloorNZ. (2019). *Carpet Floor Coverings Planning and Installation*. Available from: www.floornz.org.nz
- FloorNZ. (2019). *Resilient Floor Coverings Planning and Installation*. Available from: www.floornz.org.nz
- *The Absolutely Essential Health and Safety Toolkit for Small Construction Sites*, and other Worksafe NZ publications available from www.worksafe.govt.nz.

Skill specification and performance level guidance

Skill specification

Maintain professional standards and demonstrate leadership as a flooring trades professional.

Knowledge

How professional standards contribute to the sustainability of the flooring trades.

How to evaluate and interpret sources of information about the flooring industry professional standards for personal ongoing learning and development.

Skills

Perform all aspects of flooring trades operations to a commercially competent standard.

Range at least one of – carpet flooring, resilient flooring, timber and composite flooring, resin flooring, flooring planning and design, flooring surface preparation.

Demonstrate professional behaviour on a day-to-day basis.

Fulfil responsibilities in the workplace to meet commercial contracts, employment and education agreements.

Self-manage ongoing learning and development to maintain currency with the flooring professional standards.

Maintain quality assurance practices through areas of responsibility for flooring operations.

Support the learning and development of others in training.

Lead and coordinate the everyday on-site operations for flooring projects.

Range at least one of – carpet flooring, resilient flooring, timber and composite flooring, resin flooring, flooring planning and design, flooring surface preparation.

Performance level guidance

Performance must reflect regulatory, industry, and commercial standards, and workplace procedures relevant to flooring operations.

Performance must include presenting a positive company image, positive body language and personal presentation to clients and colleagues.

Performance must reflect the requirements of at least one of: carpet installation, resilient installation, bonded timber and composite installation, fine sand and finishes, trowel applied resin mortar, flow applied resin finishes, site assessment, flooring estimation concrete polishing, mechanical preparation, moisture treatment, and/or underlayment systems.

Demonstrating professional behaviour on a day-to-day basis is likely to include working constructively with clients, suppliers and people involved in the candidate's learning programme. Being consistently reliable, responsible, accountable, and acting with integrity is also part of demonstrating professional behaviour. Showing respect and consideration for people, property and the environment while supporting others where required and

helping to coordinate work where appropriate is part of the professional behaviour required of a trade professional.

Leading and coordinating the everyday operations includes coordinating the work of other trades, workflow management and completing work within the scope provided without requiring regular guidance and/or scrutiny.

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	25 November 2021	N/A

Consent and Moderation Requirements (CMR) reference	0048
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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 Waihanga Ara Rau Construction and Infrastructure Workforce Development Council at qualifications@waihanga.nz if you wish to suggest changes to the content of this unit standard.