

Business criteria

Contractors: companies and individuals

Building Work Contractors Act 1995

To meet the business knowledge and experience requirements to be granted a contractor licence the applicant or in the case of a body corporate, a director, must meet one of the options below.

If you believe you have equivalent knowledge, you can have this assessed by contacting any Registered Training Organisation that delivers an approved qualification and seek Recognition of Prior Learning for that qualification.

This document contains currently active units. Previously offered units that have been superseded by and are equivalent to those displayed below may be accepted. Please contact CBS for clarification.

PART 1 - GENERAL RESIDENTIAL BUILDING WORK

From 1 July 2020 applicants for building work contractor licences that include one or more of the following standard conditions (or similar non-standard conditions) will be required to undertake additional study:

- Any building work
- Additions
- Additions ltd to residential National Construction Code Class 1 & 10
- Alterations
- Alterations & renovations
- Residential building work ltd to National Construction Code Class 1 & 10
- Transportable building construction and installation

If you are applying for a contractor licence which **DOES NOT** include any of the conditions above (e.g. trade/specified or commercial building work), please refer to **Part 2 - Specified and other General Building Work**.

Option 1

Successful completion of the following units of competency issued by a Registered Training Organisation:

1. *BSBESB407* Manage finances for new business ventures; or *BSBESB403* Plan finances for new business ventures; or *BSBESB401* Research and develop business plans.
and
2. *CPCCB4009* Apply legal requirements to building and construction projects; or *BSBESB402* Establish legal and risk management requirements of new business ventures.

and

3. *CPCCBC4007* Plan building or construction work
4. *CPCCBC4004* Identify and produce estimated costs for building and construction projects.
5. *CPCCBC4003A* Select and prepare a construction contract *or CPCCBC4003* Select, prepare and administer a construction contract.
6. *CPCCBC4024* Resolve Business Disputes.

Option 2

Currently holds a building work contractor licence or plumbing, gas fitting or electrical contractor licence **and** has successfully completed the following units of competency (See Option 7 if the current licence already includes equivalent work)

1. *CPCCBC4007* Plan building or construction work
2. *CPCCBC4004* Identify and produce estimated costs for building and construction projects.
3. *CPCCBC4003A* Select and prepare a construction contract *or CPCCBC4003* Select, prepare and administer a construction contract.
4. *CPCCBC4024* Resolve Business Disputes.

Option 3

Successful completion of a business, economics or accounting related degree or diploma from Australia or New Zealand, which includes completed competencies demonstrating sufficient financial and legal knowledge and has successfully completed the following units of competency:

1. *CPCCBC4007* Plan building or construction work
2. *CPCCBC4004* Identify and produce estimated costs for building and construction projects.
3. *CPCCBC4003A* Select and prepare a construction contract *or CPCCBC4003* Select, prepare and administer a construction contract.
4. *CPCCBC4024* Resolve Business Disputes.

Option 4

Successful completion of Bachelor of Built Environment or Bachelor of Construction Management or Bachelor of Construction Management (Honours) issued by the University of South Australia.

Option 5

Successful completion of a Bachelor of Construction Management & Economics degree.

Option 6

The applicant is a company listed on the Australian Stock Exchange or a subsidiary of a listed company.

Option 7

Currently hold a contractor licence under the *Building Work Contractors Act 1995* that already includes one or more of the standard residential conditions.

Option 8

Held a contractor licence, within the past 12 months, under the *Building Work Contractors Act 1995* that included one or more of the standard residential conditions.

Option 9

Hold a current interstate contractor licence that includes one or more of the standard residential conditions (or equivalent).

Option 10

One of the following approved qualifications:

- Contractors Management Program Certificate IV
- Diploma in Building - with academic record
- Certificate IV in Building - with academic record
- Business Management for Building 1 (AQF4) & Business Management for Building 2 (AQF5) - with academic record

A contractor licence is dependent upon specific modules completed of the above courses. For details of the specified modules and sections, please contact Consumer and Business Services.

PART 2 - SPECIFIED AND OTHER GENERAL BUILDING WORK

Option 1

Currently hold a contractor licence under the *Building Work Contractors Act 1995*, *Plumbers, Gas Fitters and Electricians Act 1995* or *Security and Investigation Industry Act 1995*, which authorises you to carry on business as a sole trader or as a sole director.

Option 2

The applicant has previously held an occupational licence (in relation to the Acts above) which authorised them to carry on business in South Australia. This licence may have been cancelled or surrendered. ***Consumer and Business Services may require additional information or the full business criteria.***

Option 3

Hold a current equivalent interstate occupational licence in the same jurisdiction as the South Australian licence.

Option 4

Successful completion in **one unit from category (A)** and **one from category (B)** issued by a Registered Training Organisation:

- (A) *BSBESB402* Establish legal and risk management requirements of new business ventures; or

CPCCBC4009 Apply legal requirements to building and construction projects

and

- (B) *BSBESB403* Plan finances for new business ventures; or
BSBESB407 Manage finances for new business ventures; or
BSBESB401 Research and develop business plans;

Option 5

Successful completion of one of the following two units issued by a Registered Training Organisation:

PRSSM507A Develop and implement a business plan

or

BSBOPS601 Develop and implement a business plan

Option 6

Successful completion of the Contractors Licensing Course from Master Builders Association SA, comprising:

- Unit 1 – Legal Requirements and the Building and Construction Industry
- Unit 2 – Managing Small Business Finance in the Building and Construction Industry

Note: these units are non-AQF qualifications and as such may only be recognised in South Australia.

Option 7

Successful completion of a business, economics or accounting related Degree or Diploma from Australia or New Zealand. You must also provide a transcript of completed subjects showing evidence of completed competencies related to the practical aspects of running a business demonstrating sufficient financial and legal knowledge in particular. Please note, Certificate IV's are not accepted.

Option 8

Successful completion of Bachelor of Built Environment issued by the University of South Australia.

Option 9

Successful completion of following four modules from the Certificate IV in Small Business

Management:

- Cost profit breakeven
- Business finance
- Ownership structures
- Business law

Option 10

The applicant is a company listed on the Australian Stock Exchange or a subsidiary of a listed company.

Option 11

One of the following approved qualifications:

- Contractors Management Program Certificate IV
- Diploma in Building - with academic record
- Certificate IV in Building - with academic record
- Business Management for Building 1 (AQF4) & Business Management for Building 2 (AQF5) - with academic record

A contractor licence is dependent upon specific modules completed of the above courses. For details of the specified modules and sections, please contact Consumer and Business Services.

Option 12

Successful completion of a Bachelor of Construction Management & Economics degree.

Training Providers

Below is a list of some training providers known to be offering one or more of the approved qualifications:

Training Organisation	Contact Details	Courses Run
Accredited Online Training PO Box 7575 Cairns QLD 4870	1300 726 634 www.aot.edu.au	Part 2 <ul style="list-style-type: none"> • Option 4 Online - course can be started at any time
Best Option Training 33B Christina Road, Villawood NSW 2163	0426 371 973 info@bot.edu.au	Part 1 & Part 2 <ul style="list-style-type: none"> • Online training • Gap training available • Ammonite Learning System used, which allows a student to speak to a qualified trainer at any time

Housing Industry Association Ltd Cnr Station Place and Port Road Hindmarsh SA 5007	(08) 8340 5900 Email: sa_training@hia.com.au	Part 1 <ul style="list-style-type: none"> • Option 1 • Option 2 • Option 10 (Cert IV Building) Part 2 <ul style="list-style-type: none"> • Option 4 • Option 11(Cert IV Building) Face-to-face at the Hindmarsh campus On-line – virtual classroom & self-paced options available
Industry Technology Training 542 Glynburn Road Burnside SA 5066	0481 818 507 Email: admin@nhaa.edu.au	Part 1 <ul style="list-style-type: none"> • Option 1 • Option 2 Part 2 <ul style="list-style-type: none"> • Option 4 In person training
Master Builders Association SA 47 South Terrace Adelaide SA 5000	08 8211 7466 Email: training@mbasa.com.au	Part 2 <ul style="list-style-type: none"> • Option 6 Part 2 Online and Face to Face at: 47 South Terrace, Adelaide SA 5000 Note: these units are non-AQF qualifications and as such may only be recognised in South Australia
North East Vocational College 114 Tolley Road St Agnes SA 5097	(08) 8397 9500 www.nevc.neda.asn.au	Part 1 <ul style="list-style-type: none"> • Option 2 Part 1 NEVC will deliver option 2 in partnership with the Master Builders Association SA both virtually and at their premise: Master Builders Association SA Level 1, 47 South Terrace, Adelaide SA 5000. (08) 8211 7466 Part 2 <ul style="list-style-type: none"> • Option 4 Part 2 NEVC will deliver option 4 both online and at their premises:
PCD Training	1300 797 123 Email: info@pcdtraining.edu.au	Part 1 <ul style="list-style-type: none"> • Option 1 • Option 2

Suite 212 / 147 Pirie St Adelaide SA 5000		<p>Online https://pcdtraining.edu.au/sa-general-builder</p> <p>Part 2</p> <ul style="list-style-type: none"> Option 4 <p>Online https://pcdtraining.edu.au/sa-contractor or</p> <p>Face to Face at: Suite 212 / 147 Pirie St, Adelaide, SA 5000</p>
Stay Safe Industry Training (Queensland) 2/127 Sugar Road Alexander Headland QLD 4572	(07) 5479 1655 www.staysafeindustrytraining.com.au	<p>Part 1</p> <ul style="list-style-type: none"> Option 1 Option 2 <p>Part 2</p> <ul style="list-style-type: none"> Option 4 <p>Both Part 1 & Part 2 available online</p>
TAFE SA	1800 882 661 www.tafesa.edu.au	<p>Part 1 & Part 2</p> <p>Various locations and training options available</p>

Email occupational@sa.gov.au	Website www.cbs.sa.gov.au	Phone Ph: 131 882 (option 4)
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