

## PSP30122 Certificate III in Government

Aspire Performance Training offers **CERTIFICATE III IN GOVERNMENT**. Students are required to complete 13 units of competency. There are no pre-requisite or co-requisite for this qualification. All 13 units must be completed to attain the full qualification. Where only some units of competency are achieved, a statement of attainment will be issued. This qualification forms part of the Public Sector Training Package PSP.

This qualification allows for the attainment of general competencies for those working in entry level roles in the public sector, with a particular focus on meeting the ethical and legislative requirements of the public service. The generalist qualification covers the skills required to operate in a broad range of public service work activities that are generalist in nature.

The units of competency that make up this qualification are include **4 core units** from the core units listed below plus **9 elective units**.

National Code	National Title	
PSPETH006	Uphold the values and principles of public service	Core
PSPGEN096	Use workplace communication strategies	Core
PSPGEN114	Work effectively with diversity and inclusion	Core
PSPLEG005	Comply with legislation in the public sector	Core
BSBWHS211	Contribute to health and safety of self and others	Elective
PSPGEN147	Build and maintain internal networks	Elective
PSPGEN089	Address client needs	Elective
PSPGEN145	Work effectively in the organisation	Elective
PSPGEN146	Contribute to workgroup activities	Elective
PSPGEN138	Organise workplace information	Elective
PSPGEN139	Compose workplace documents	Elective
BSBPEF301	Organise personal work priorities	Elective
PSPGEN121	Work with a coach or mentor	Elective

It is highly recommended that participants also view [www.training.gov.au](http://www.training.gov.au) for detailed information on training packaging arrangements and the Department of Mines, Industry Regulation and Safety's website ([www.commerce.wa.gov.au/consumer-protection/sales-representatives-real-estate](http://www.commerce.wa.gov.au/consumer-protection/sales-representatives-real-estate)) for further information on licensing requirements.

#### INVESTMENT

Qualification	Full Fee Cost
PSP30122 Certificate III in Government	\$3,500.00

The student tuition fees are indicative only and are subject to change given individual circumstances at enrolment. Additional fees may apply such as Student service and resource fees.

#### NEXT STEPS

For any questions or communication regarding enrolments:

- **Phone:** (08) 6460 0965
- **Email:** [enrolments@aspirept.com.au](mailto:enrolments@aspirept.com.au)