

Information Sheet 13

Approved examiner qualifications and industry experience requirements

When you make an approved examiner application, you must provide evidence that you have the required qualification/s and/or experience for the vehicle type/s you seek approval to inspect.

A full list of qualifications and requirements for each vehicle type is provided in **Attachment 1** below.

Recognition of prior learning

If your qualification is not listed in **Attachment 1**, you may consider [recognition of prior learning](#) (RPL).

RPL assesses the skills and knowledge you have gained through your work and life experiences. Your skills will be assessed by an RPL assessor against industry standards.

The benefits of RPL include:

- your skills are formally acknowledged with a nationally recognised qualification
- you don't have to waste time studying something you can already do
- you may be able to fast-track the completion of your qualification.

For more information about RPL contact the Department of Employment, Small Business and Training (DESBT) on 1300 369 935. or visit their website at www.desbt.qld.gov.au.

Overseas qualifications

If your qualification was issued outside of Australia (i.e. overseas qualification) and you migrated to Australia under the General Skill Migration Program, you must include with your application, a copy of your:

- overseas qualification and academic transcript/statement of attainment

AND

- Skilled Worker Program Application Result Letter (previously known as a Migration Skills Assessment Outcome Letter) confirming that your trade qualification has been assessed for an occupation relevant to the vehicle type/s you have applied for.

If you have an overseas trade qualification and you did not migrate under the General Skilled Migration Program, you may have your overseas qualification assessed by a skills assessment service provider and obtain a qualification recognised within the Australian Quality Framework (AQF).

For information about recognition of overseas qualifications, please contact:

- DESBT on 1300 369 935 or visit www.desbt.qld.gov.au. DESBT may be able to [assess your overseas qualification](#) and/or advise of further options you may wish to consider to have your qualification/s recognised.
- Trade Recognition Australia on 1300 360 992 or visit www.tradesrecognitionaustralia.gov.au.

Industry experience

Depending on your qualifications and the vehicle type/s you seek approval to inspect, you may be required to provide proof of your industry experience.

Proof of your industry experience may include:

- A reference letter from your current or previous employer/s stating you have 12 months continuous industry work experience **within Australia** repairing and maintaining vehicles of the type/s that you are applying for. Your employer's reference letter is required to be signed, dated, and include their contact details. The reference letter from your employer must also provide:
 - their occupation, qualifications, and experience
 - their relationship to you
 - if they are an approved examiner, their approved examiner accreditation number
 - that they have witnessed the work carried out by you and your completion of 12 months continuous industry experience in the repair and maintenance of vehicle type/s you are applying for
 - anything else they consider or believe is relevant to your approved examiner application.
- A statement or statutory declaration declaring you are self-employed and have 12 months continuous work experience **within Australia** repairing and maintaining vehicles of the type that you are applying for. You must also provide six tax invoices issued during that 12 months continuous period to verify your statement or declaration. The six tax invoices need to show that you have conducted repairs and maintenance for the vehicle types that you are applying for and provide details of:
 - the vehicle registration number or type, make and model of the vehicle
 - the date the work was carried out
 - the details of the work carried out and who carried out the work.

More information about industry experience is provided in **Attachment 1** below.

Contact us

Phone	13 23 80 (ask for AIS Administrator)
Email	ais@tmr.qld.gov.au (preferred contact method)
Website	www.tmr.qld.gov.au/ais
Post	AIS Administrator Department of Transport and Main Roads PO Box 673 Fortitude Valley Qld 4006

Attachment 1 Approved examiner qualification and industry experience requirements

For **each** vehicle type that you are applying for, you must provide a copy of at least one qualification. The table below lists the necessary qualification and experience required for each type of vehicle/s.

If your qualification has been issued under the Australian Qualification Framework (AQF), **you must provide a statement of attainment or academic transcript with your qualification.**

Qualification and experience requirements for each vehicle type

Safety Certificate – Motorcycles (MC)

Motorcycles and three wheeled motor trikes.

- Successful completion of one of the following:
 - an apprenticeship as a motorcycle mechanic
 - Certificate III in Motorcycle Mechanical Technology issued under the AQF or equivalent trade certificate
 - an interstate motorcycle mechanic certificate equivalent to any of the above
 - Australian Recognised Trade Certificate as a Motorcycle Mechanic issued under the *Tradesperson's Rights Regulation Act 1946* (Commonwealth)

OR

- Skilled Worker Program Application Result Letter (previously known as a Migration Skills Assessment Outcome Letter) with a successful result in the occupation of Motorcycle Mechanic (unit group 321213), your overseas motorcycle mechanic trade qualification and your statement of attainment or academic transcript.

OR

- Same qualification requirements as light vehicle (LV) **and** provide evidence in writing of 12 months continuous verifiable industry work experience within Australia for repairing and maintaining motorcycles since the completion of your motor mechanic qualification.

Safety Certificate – Light Vehicles (LV)

Light vehicles up to and including 4.5 tonne gross vehicle mass (GVM).

- Successful completion of one of the following:
 - an apprenticeship as a motor mechanic
 - Certificate III in Light Vehicle Mechanical Technology issued under the AQF or equivalent trade certificate
 - Tradesman's Certificate as a motor mechanic issued by the Motor Vehicle Repair Industry Council (NSW)
 - an interstate motor mechanic certificate equivalent to any of the above.

OR

- Skilled Worker Program Application Result Letter (previously known as a Migration Skills Assessment Outcome Letter) with a successful result in the occupation of Motor Mechanic (General) (unit group 321211), your overseas automotive light vehicle mechanic trade qualification and a statement of attainment or academic transcript.

OR

- Australian Recognised Trade Certificate as a motor mechanic issued under the *Tradesperson's Rights Regulation Act 1946* (Commonwealth).

OR

- Same qualification requirements as heavy vehicle (HV) **and** evidence in writing of 12 months continuous verifiable industry work experience repairing and maintaining light motor vehicles since the completion of your heavy vehicle motor mechanic qualification.

Qualification and experience requirements for each vehicle type

Certificate of Inspection – Light Vehicles COI (CL)

Light vehicles up to and including 4.5 tonne GVM that require a Certificate of Inspection for booked hire, booked hire rental, taxi, limousine and special purpose limousine.

Same qualification requirements as light vehicle (LV) **AND** must hold light vehicle (LV) at the time of application or be approved for light vehicle (LV) as part of your CL application.

Safety Certificate – Light Trailers (LT)

Light trailers over 0.75 tonne up to and including 3.5 tonne aggregate trailer mass (ATM).

- Same qualification requirements as light vehicle (LV) and evidence in writing of 12 months continuous verifiable industry work experience within Australia for repairing and maintaining light trailers since the completion of your light vehicle motor mechanic qualification.

OR

- Certificate III in Recreational Vehicle Service and Repair (MSM31015) issued under the AQF

OR

- Statement of Attainment or Academic Transcript issued by a Registered Training Organisation issued under the AQF with the following units of competency (or equivalent):

- AURASA002 Follow safe working practices in an automotive workplace
- AURTTA017 Carry out vehicle safety inspections
- AURLTJ003 Remove, inspect and refit light vehicle wheel and tyre assemblies
- AURTTD004 Inspect and service suspension systems
- AURTTB001 Inspect and service braking systems
- AURETR012 Test and repair basic electrical circuits
- AURTTY001 Repair vehicle chassis, frame and associated components

AND evidence in writing of 12 months continuous verifiable industry work experience within Australia repairing and maintaining light trailers after the successful completion of the above units of competency or your light vehicle motor mechanic qualification.

OR

- Certificate III in Heavy Commercial Trailer Technology issued under the AQF or equivalent trade certificate **AND** evidence in writing of 12 months continuous verifiable industry work experience within Australia repairing and maintaining light trailers after the successful completion of Certificate III in Heavy Vehicle Technology.

Certificate of Inspection – Heavy Vehicle (HV)

Registered heavy vehicles with a GVM of more than 4.5 tonne up to and including 16.0 tonne GVM (excluding registered buses and licensed tow trucks), unregistered vehicles over 4.5 tonne GVM and unregistered buses with over 12 seats.

- Certificate III in Automotive Mechanical Technology (specialising in heavy vehicle road transport) issued under the AQF or equivalent trade certificate.

OR

- Skilled Worker Program Application Result Letter (previously known as a Migration Skills Assessment Outcome Letter) with a successful result in the occupation of Diesel Motor Mechanic (unit group 321212) with specialisation in Automotive Heavy Mechanic, your overseas Automotive Heavy Mechanic qualification and a statement of attainment or academic transcript.

OR

- Same qualification requirements as light vehicle (LV) **AND** provide evidence in writing of 12 months continuous verifiable industry work experience within Australia for repairing and maintaining heavy motor vehicles since the completion of your light vehicle motor mechanic qualification.

NOTE: An Engineering Trade (Maintenance – Diesel Fitting) or equivalent **may not be considered an acceptable qualification** for HV type inspections. To assess this qualification, the Department of Transport and Main Roads will assess the modules completed and any evidence in writing of verifiable industry work experience in Australia repairing and maintaining heavy motor vehicles since the completion of your qualification.

Qualification and experience requirements for each vehicle type

Certificate of Inspection – Heavy Trailer (HT)

Registered heavy trailers over 3.5 tonne up to and including 10.0 tonne ATM. Any unregistered trailer over 3.5 tonne ATM.

- Certificate III in Heavy Commercial Trailer Technology issued under the AQF or equivalent trade certificate.

OR

- Same qualification requirements as light vehicle (LV) or heavy vehicle (HV) **AND** provide evidence in writing of 12 months continuous verifiable industry work experience within Australia for repairing and maintaining heavy trailers since the completion of your light or heavy vehicle motor mechanic qualification.