

Information Sheet 13

Approved examiner qualifications and experience requirements

An applicant who wants to become an approved examiner must provide the Department of Transport and Main Roads (the department) with supporting documentation to verify that you have the necessary qualification/s and experience within Australia for the vehicle type/s you seek accreditation to inspect.

This information sheet provides information about what types of vehicles an approved examiner may be accredited to inspect and what qualifications and experience are required to become an approved examiner for your selected vehicle type/s.

Types of vehicles an approved examiner may be accredited to inspect

You may be accredited as an approved examiner to inspect a combination of light and/or heavy vehicle types depending on the qualifications you have. The table below summarises the types of vehicles that you may be accredited as an approved examiner to inspect.

Vehicle inspection type	Description of vehicle inspection type
MC	Motorbikes and three wheeled motor trikes
CL	Light vehicles up to and including 4.5 tonne gross vehicle mass (GVM) that are used, or planning to be used, to provide personalised transport services, including booked hire, booked hire rental, , taxi, limousine and special purpose limousine vehicles.
LV	Light vehicles up to and including 4.5 tonne GVM that require a safety certificate
LT	Light trailers and caravans over 0.75 tonne up to and including 3.5 tonne aggregate trailer mass (ATM)
HV	Registered heavy vehicles with a GVM of more than 4.5 tonne up to 16.0 tonne GVM, unregistered vehicles over 16.0 tonne GVM and unregistered buses with over 12 seats but excluding registered buses and licensed tow trucks
HT	Registered heavy trailers over 3.5 tonne to 10.0 tonne ATM and unregistered trailers over 10 tonne ATM

Qualifications and industry experience requirements

To make an application to become an approved examiner, you must have the necessary qualifications and industry work experience (within Australia) to carry out vehicle safety inspections for the type/s of vehicle/s you seek accreditation for.

Attachment 1 below lists the qualifications and experience requirements for each type of vehicle/s that you may be accredited to inspect.

The qualifications and experience requirements contained in Attachment 1 are approved by the department under section 20 of the *Transport Operations (Road Use Management – Accreditation and Other Provisions) Regulations 2015* to ensure that a person has the necessary experience to be accredited to perform the function of an approved examiner under section 24(1).

If your trade certificate was issued under the Australian Qualification Framework, a **Statement of Attainment or Academic Transcript must be provided.**

In addition to your trade certificate, the Statement of Attainment verifies that you have completed the relevant units to be accredited as an approved examiner.

Recognition of prior learning

If your qualification is not listed in attachment 1 below, you may consider recognition of prior learning (RPL).

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

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 increase your career opportunities with a formal qualification
- you may be able to fast-track completion of your qualification.

For more information about RPL or alternative qualifications, contact the Department of Education and Training (DET) on 1300 369 935 or access their website at www.training.qld.gov.au.

Verifiable industry work experience

Depending on your qualifications, you may be required to provide verifiable industry work experience within Australia to support your application (refer to Attachment 1). Verifiable industry work 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 and dated and include your length of employment, role description, work carried out and employer contact details.
- 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 also need to provide six tax invoices issued during that 12 month continuous period to verify your statement. The six tax invoices need to verify that you have conducted repairs and maintenance of vehicles of the type that you are applying for and provide details of:
 - the vehicle registration number or type, make and model of vehicle
 - the date the work was carried out

- the details of the work carried out and who carried out the work.

Overseas qualifications

For the purpose of making an approved examiner application, overseas qualifications:

- for applicants that have migrated to Australia under the **General Skilled Migration** program:
 - the application must be accompanied by your overseas trade qualification certificate/s and a Statement of Attainment or Academic Transcript
- AND**
- a Migration Skills Assessment Outcome letter confirming that your trade qualifications have been assessed for the occupation relevant to the vehicle category you are applying to inspect as an approved examiner
- for all other applicants who hold an overseas trade qualification that have **NOT** migrated under the **General Skilled Migration** program for the relevant trade qualification, you are required to:
 - have your overseas qualification assessed by a skills assessment service provider to obtain a trade certificate recognised within the Australian Qualification Framework.

For information regarding the recognition of overseas qualifications, contact:

- Trade Recognition Australia on 1300 360 992 or access their website at www.tradesrecognitionaustralia.gov.au.
- DET on 1300 369 935 or access their website at www.training.qld.gov.au. They may recommend a registered training organisation who will be able to assess your skills against industry endorsed requirements and issue you a qualification under the Australian Qualification Framework.

Contact us

Phone	13 QGOV (13 74 68)
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 experience requirements

For each vehicle type that you are applying for, you are required to provide a copy of at least one qualification for each vehicle type. The table below lists the necessary qualification and experience for each type of vehicle/s that you may be accredited as an approved examiner to inspect. Where a trade certificate has been issued under the Australian Qualification Framework (AQF), a Statement of Attainment or Academic Transcript must be provided with the trade certificate.

Qualification and experience requirements for each vehicle type
Motorcycle (MC)
<ul style="list-style-type: none"> • Successful completion of 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 <i>Tradesperson's Rights Regulation Act 1946</i> (Commonwealth). • 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 trade qualification.
Light Vehicle (LV)
<ul style="list-style-type: none"> • Successful completion of: <ul style="list-style-type: none"> – 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. – a Migration Skills Assessment Outcome letter confirming that your trade qualifications have been assessed for the occupation relevant to the vehicle category you are applying to inspect, your overseas trade qualification and a Statement of Attainment or Academic Transcript • Australian Recognised Trade Certificate as a Motor Mechanic issued under the <i>Tradesperson's Rights Regulation Act 1946</i> (Commonwealth). • 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 trade qualification.
Light Vehicle COI (CL)
<ul style="list-style-type: none"> • Same qualification requirements as light vehicle (LV). <p>AND</p> <ul style="list-style-type: none"> • Must hold light vehicle (LV) at time of application or be approved for light vehicle (LV) as part of CL application.

Qualification and experience requirements for each vehicle type

Light Trailer (LT)

- 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 trade qualification.
- 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 trade qualification.

Heavy Vehicle (HV)

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

NOTE: An Engineering Trade (Maintenance – Diesel Fitting) or equivalent is **not an acceptable qualification** for HV type inspections.

Heavy Trailer (HT)

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 trade qualification.