



Australian Government

CPP41419 Certificate IV in Real Estate Practice

Release 3

CPP41419 Certificate IV in Real Estate Practice

Modification History

Release 3 This version first released with CPP Property Services Training Package 14.0.

Unit CPPREP4181 Manage onsite residential property added to metadata unit grid. Correction to release modification history.

Release 2 This version first released with CPP Property Services Training Package 8.1.

Inclusion of CPPREP4181 Manage onsite residential property - Group F Electives - included in packaging rules but not included in the TGA unit grid.

Release 1 This version first released with CPP Property Services Training Package Release 8.0.

Supersedes and is not equivalent to:

- CPP40307 Certificate IV in Property Services (Real Estate)
- CPP40407 Certificate IV in Property Services (Stock and Station Agency)
- CPP40507 Certificate IV in Property Services (Business Broking)
- CPP40611 Certificate IV in Property Services (Operations).

Qualifications were merged to reduce duplication and to provide clearer alignment with licensing outcomes.

Qualification Description

This qualification reflects the role of real estate professionals who apply knowledge of real estate practice legal agency and compliance requirements, ethical standards and consumer preferences to conduct real estate functions.

This qualification applies to people working in both residential and commercial property, including business broking, and stock and station transactions.

Occupational titles may include:

- Auctioneer
- Stock and Station Agent
- Business Broker, Business Agent, Franchise Broker
- Property Manager, Body Corporate Manager
- Real Estate Agent
- Real Estate Representative, Real Estate Salesperson, Real Estate Sub-agent, Property Portfolio Officer, Buyer's Agent.

Staff who hold this qualification are commonly engaged with:

- analysing data, industry intelligence and leads to identify prospects

- developing, building and maintaining relationships with lessors, tenants, vendors and buyers
- providing advice to lessors, tenants, vendors and buyers on the sale, purchase or lease of commercial, residential, stock and station, and property real estate
- implementing systems, forms and documents to ensure real estate agency transactions are compliant with regulatory requirements; managing risk to agency and agent, and demonstrating high standards of ethical practice
- transacting, accessing, and preserving the integrity of trust accounts to minimise customer and agency risk
- establishing, maintaining, executing and concluding contracts with lessors, tenants, vendors and buyers, including by auction
- building and promoting the agency and individual brands.

Licensing, legislative, regulatory or certification requirements

Licensing, legislative, regulatory or certification requirements apply to real estate practices in all states and territories. Relevant state and territory regulatory authorities should be consulted to confirm those requirements.

Note: Occupational licensing outcomes are associated with some of the specialisations packaged in this qualification. The units packaged in the specialisations of this qualification have also been developed as Skill Sets: please note that not all Skill Sets are associated with licensing outcomes.

Code	Title
CPPSS00065	Residential Property Sales
CPPSS00066	Residential Property Management
CPPSS00067	Property Management Business Development
CPPSS00068	Auctioneering
CPPSS00069	Buyer's Agent
CPPSS00070	Onsite Property Management
CPPSS00071	Commercial Sales and Leasing
CPPSS00072	Commercial and Property Management
CPPSS00073	Business Broking
CPPSS00074	Stock and Station, Stock
CPPSS00075	Stock and Station, Station
CPPSS00076	Administration Management/Office Support

Entry Requirements

There are no entry requirements for this qualification.

Packaging Rules

To achieve this qualification, competency must be demonstrated in:

- 18 units of competency:
 - 5 core units
 - 13 elective units.

The elective units must ensure the integrity of the Australian Qualifications Framework (AQF) qualification alignment, contribute to a valid, industry-supported vocational outcome and are to be chosen as follows:

- all the elective units in any two elective groups from Groups A–L listed below must be chosen
- the remaining elective units may be chosen from the general elective units listed below or the CPP Property Services Training Package.

Core units

CPPREP4001	Prepare for professional practice in real estate
CPPREP4002	Access and interpret ethical practice in real estate
CPPREP4003	Access and interpret legislation in real estate
CPPREP4004	Establish marketing and communication profiles in real estate
CPPREP4005	Prepare to work with real estate trust accounts

Elective units

Group A - Residential Property Sales

CPPREP4101	Appraise property for sale or lease
CPPREP4102	Market property
CPPREP4103	Establish vendor relationships
CPPREP4104	Establish buyer relationships
CPPREP4105	Sell property

Group B - Residential Property Management

CPPREP4101	Appraise property for sale or lease
CPPREP4102	Market property
CPPREP4121	Establish landlord relationships
CPPREP4122	Manage tenant relationships
CPPREP4123	Manage tenancy
CPPREP4124	End tenancy
CPPREP4125	Transact in trust accounts

Group C - Property Management Business Development

CPPREP4101	Appraise property for sale or lease
CPPREP4141	Establish and maintain property management portfolio
CPPREP4142	Promote property management products and services

Group D - Auctioneering

CPPREP4161	Undertake pre-auction processes
CPPREP4162	Conduct and complete sale by auction
CPPREP4163	Complete post-auction process and contract execution

Group E - Buyer's Agent

CPPREP4101	Appraise property for sale or lease
CPPREP4171	Represent buyer in sales process
CPPREP4172	Develop and promote property industry knowledge - buyer's agent
CPPREP4173	Complete purchase of property as buyer's agent

Group F - Onsite Property Manager

CPPREP4181	Manage onsite residential property
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Group G - Commercial Sales and Leasing

CPPREP4102	Market property
CPPREP4201	Appraise commercial property

CPPREP4202 Establish and maintain vendor and lessor relationships and networks

CPPREP4203 Complete commercial property sale

CPPREP4204 Establish commercial property lease

CPPREP5201 Develop and maintain commercial property market intelligence

Group H - Commercial and Property Management

CPPREP4231 Manage commercial property maintenance

CPPREP4232 Manage commercial property financial reports

CPPREP4233 Manage lessee relationships - commercial

CPPREP4234 Manage lessor relationships - commercial

CPPREP4235 End commercial property lease

Group I - Business Broking

CPPREP4261 Appraise business for sale

CPPREP4262 Establish vendor relationships in business broking

CPPREP4263 Manage buyer relationships in business broking

CPPREP4264 Manage the sales process in business broking

Group J - Stock and Station, Stock

CPPREP4301 Confirm and market livestock for sale

CPPREP4302 Prepare livestock for sale

CPPREP4303 Establish vendor and buyer relationships in livestock sale

CPPREP4304 Complete the sales process - livestock

Group K - Stock and Station, Station

CPPREP4101 Appraise property for sale or lease

CPPREP4102 Market property

CPPREP4103 Establish vendor relationships

CPPREP4104 Establish buyer relationships

CPPREP4105 Sell property

CPPREP4123	Manage tenancy
CPPREP4125	Transact in trust accounts
CPPREP5311	Develop and maintain rural property market knowledge and intelligence

Group L - Administration Management/Office Support

BSBHRM415	Coordinate recruitment and onboarding
SIRXMGT001	Supervise and support frontline team members

General Elective Units

BSBTWK301	Use inclusive work practices
CPPREP4501	Prepare to complete the sales process - off the plan properties
CPPREP4502	Support providers of social and community housing
CPPREP4503	Present at hearings in real estate
CPPREP4504	Deliver presentations to clients in real estate
CPPREP4505	Value goods, chattels, plant and equipment
CPPREP4506	Manage offsite and lone worker safety in real estate
CPPREP4507	Provide property sustainability information in real estate
CPPREP4508	Conduct livestock auction
CPPREP4509	Auction goods, chattels or equipment
CPPREP4510	Manage short-term or holiday letting

Qualification Mapping Information

CPP Property Services Training Package Release 8.0	CPP07 Property Services Training Package	Comments	Equivalency statement
CPP41419 Certificate IV in Real Estate	<ul style="list-style-type: none"> CPP40307 Certificate IV in Property Services (Real Estate) CPP40407 Certificate 	Supersedes and is not equivalent to: <ul style="list-style-type: none"> CPP40307 Certificate 	N

Practice.	<p>IV in Property Services (Stock and Station Agency)</p> <ul style="list-style-type: none"> • CPP40507 Certificate IV in Property Services (Business Broking) • CPP40611 Certificate IV in Property Services (Operations) 	<p>IV in Property Services (Real Estate)</p> <ul style="list-style-type: none"> • CPP40407 Certificate IV in Property Services (Stock and Station Agency) • CPP40507 Certificate IV in Property Services (Business Broking) • CPP40611 Certificate IV in Property Services (Operations). <p>Qualifications were merged to reduce duplication and to provide clearer alignment with licensing outcomes.</p>	
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Links

An Implementation Guide to this Training Package is available at -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=6f3f9672-30e8-4835-b348-205dfcf13d9b>