

	<b>Unit ID: 828</b>
<b>Domain</b>	<b>ROAD CONSTRUCTION AND MAINTENANCE - CORE</b>
<b>Title:</b>	<b>Lead a team to achieve the required project outcome in road construction and maintenance operations</b>
<b>Level: 3</b>	<b>Credits: 4</b>

### Purpose

This unit standard is intended for those who work in road construction and maintenance operations. People holding credit for this unit standard are able to: Induct team members; receive and disseminate information; motivate teams and monitor performance to achieve the required project outcome.

### Special Notes

1. Entry information
  - Prerequisite:
    - Unit 712 - *Comply with health, safety and environmental rules and regulations in road construction and maintenance work operations*
2. A team leader must demonstrate knowledge of the following principles:
  - Basic principles of planning, organizing and motivating labour
  - Site procedures, including disciplinary and grievance procedures
  - The importance of diversity awareness and management
  - Basic conflict handling techniques
  - Communication principles
  - Feedback techniques
  - Motivational principles and theories
  - Skills Development implementation in the organisation
3. Corrective action with regard to performance monitoring includes but is not limited to:
  - Counseling,
  - Initiation of disciplinary action,
  - Referral of the problem to immediate supervisor
4. Assessment evidence may be collected from a real workplace, a simulated workplace or an appropriately simulated environment in which road construction and maintenance operations are carried out.
5. Performance of all elements in this unit standard must comply with all relevant workplace requirements contractual agreement and/or manufacturers' specifications.
6. Safe working practices include but are not limited to day-to-day observation of safety policies and procedures and compliance with emergency procedures.

7. Regulations and legislation relevant to this unit standard include but are not limited to the following:
- Labour Act, No. 11 of 2007 as amended
  - Occupational Health and Safety Regulations No. 18, 1997
  - Road Traffic and Transport Regulations No. 52, 1999 and Government Notice No. 53 on Road Traffic and Transport Regulations
  - Road Ordinance 1972 and other relevant legislations and all subsequent amendments.

### **Quality Assurance Requirements**

This unit standard and others within this subfield may be awarded by institutions which meet the accreditation requirements set by the Namibia Qualifications Authority and the Namibia Training Authority and which comply with the national assessment and moderation requirements. Details of specific accreditation requirements and the national assessment arrangements are available from the Namibia Qualifications Authority and the Namibia Training Authority. All approved unit standards, qualifications and national assessment arrangements are available on the Namibia Training Authority website [www.nta.com.na](http://www.nta.com.na).

## **Elements and Performance Criteria**

### **Element 1: Induct team members**

#### **Performance Criteria**

- 1.1 Site procedures and policies are communicated to team members.
- 1.2 All team members are inducted on organisational, job and project information.

### **Element 2: Receive and disseminate information**

#### **Performance Criteria**

- 2.1 Information and instructions are received and disseminated.
- 2.2 Instructions are clearly and concisely communicated to team members.
- 2.3 Roles and responsibilities are assigned to team members.

### **Element 3: Motivate teams and monitor performance to achieve the required project outcome**

#### **Performance Criteria**

- 3.1 A positive and challenging working climate is maintained within the team for a given project.
- 3.2 Performance of team members for a project is constantly monitored and corrective action taken.

- 3.3 Feedback to team members is respectful, constructive and focused on achieving the required project outcome.
- 3.4 Team conflict is timeously and constructively resolved or communicated to immediate supervisor.
- 3.5 An awareness of diversity in teams is appreciated and is appropriately managed.
- 3.6 Developmental needs and career aspirations of team members are communicated to immediate supervisor.

### **Registration Data**

<b>Subfield:</b>	Road Construction and Maintenance
<b>Date first registered:</b>	
<b>Date this version registered:</b>	
<b>Anticipated review:</b>	
<b>Body responsible for review:</b>	Namibia Training Authority