

BUILDER OPEN - EXPERIENCE REQUIREMENTS

EFFECTIVE JANUARY 2025

PERIOD OF EXPERIENCE

1. If you are qualified in either carpentry or bricklaying and block laying you are required to demonstrate two (2) years experience in the scope of the work for the licence class.
2. All other applicants must provide four (4) years experience in the scope of the work.

INFORMATION AND EVIDENCE OF EXPERIENCE

Your application must include information and evidence that demonstrates you have experience in personally performing or supervising all of the following (unless marked with †) building work, with particular reference to compliance with the National Construction Code and application of Australian Standards that directly relate to building work, e.g. AS:1684. Please provide examples of your work, including your role for the following:

| TYPICAL STAGES OF A BUILDING | EXPERIENCE NEEDED FOR LICENCE CLASS |
|---|---|
| 1. Preliminary building stage | <ul style="list-style-type: none"> • Experience in submitting plans for approval (including assuring appropriate documentation has been prepared to the standard required) • Preparing contracts • Developing safety plans |
| 2. Managing excavations, planning, site set-out and in ground work | <ul style="list-style-type: none"> • Applying site surveys and set out procedures to building and construction projects • Managing earthworks • Shoring work • Underpinning† • De-watering systems† • Ground retention system • Installing precast concrete • Piling – driven, bored, end bearing and friction, or similar footing systems • Foundation systems – including structural steel set out (hold down bolts setup and set out), types of foundation systems & combinations. • Reading and understanding engineering drawings • Underground storage tanks (including waterproofing) |

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|--------------------------------------|--|
| 3. Above ground work | <ul style="list-style-type: none"> • Installing precast concrete – tilt up or precast • Installing structural steel • Formwork systems • Suspended slabs interpreting engineering design, material and performance requirements • In-situ structural concrete works • Lifts – shafts • Lifts – installations – water, electric, hydraulic • Fire – temporary services during construction • Fire – permanent (e.g. fire walls, fire doors, fire rated ceilings etc.) • Passive fire (service penetrations, fire collars etc.) • Fire installation – passive (fire doors & frames, alarms), electronic warning systems active (fire doors & frames, alarms), sprinklers, fire wall construction, fire insulation, fire protection of services • Water systems – pumps temporary and permanent installations • Above ground storage tanks (including waterproofing) • External facades - curtain walls (glass & aluminum) & precast systems • Installing air-conditioning systems- cooling tower installation, installation of duct work, construction of plant rooms, plenums, installing unit type A/C package unit systems, package ducted systems • Coordinating cranes - tower, mobile and other material handling techniques† • Coordinating projects - including site safety, material storage, sequencing, labour & resource management |
| 4. Fit-out stage | <ul style="list-style-type: none"> • Supervising rough-in and finishing trades such as plumbing, plastering, painting applying relevant Australian Standards |
| 5. Practical completion stage | <ul style="list-style-type: none"> • Conducting defect inspections • Submitting documentation for final approvals |
| 6. Project management | <ul style="list-style-type: none"> • Managing projects for the construction or major renovation of a building that is more than 3 stories in height, including coordination of trade contractors. • Experience in administration services, including managing associated finances, e.g. quotes, invoicing, tenders, timely financial management, contracts/administration, lodging forms and applications • Implementing Safety management systems† • Waste management for large scale construction projects† |
| † Desirable | |

APPLICATION ESSENTIALS

- All questions in the application must be completed and declarations signed.
- Applicants relying on experience gained internationally, supporting documentation to help demonstrate how the building work undertaken aligns with the National Construction Code and Australian Standards.
- Examples of experience should be sufficiently detailed to demonstrate the work that you have performed or supervised.
- Examples of work must state the commencement and completion date for the work.
- Do not provide examples of experience that was obtained as part of a training program, apprenticeship, or study toward a qualification.
- Do not provide examples of work that was performed or undertaken prior to obtaining the technical qualification for this licence class, unless it was performed as an employee for an employer with the appropriate class of licence.
- Ideally, referees verifying your work examples will hold a licence or qualification at the same or greater level than the licence that you are applying for. Alternatively the QBCC may give consideration if your referee is employed in a supervisory or managerial role with the company.
- Referee reports must be signed and confirmed as correct by both the applicant and the referee.
- Personally completing and managing this application form contributes toward evidence of experience in administration services.