

Hospitality Traineeship

SIT30616 Certificate III Hospitality



This course includes; RSA, RSF, First Aid, Bar, F&B service, Sales, Beer and Spirits knowledge, customer service and much more.

Duration & Delivery

This course is delivered over 12 (2-3 hour) face-to-face sessions dependent on the learners and employers choice of electives plus one extra full day for first aid if selected. 1 session held per fortnight or month. Students are required to complete 36 practical service periods in variety of different service setting in order to complete this qualification. These will be documented in a logbook and signed off by your workplace supervisor.

Duration is generally 8-12 months, but you can take longer. Students need access to computers, email and the internet to complete this qualification. It is expected that you would need to do approximately 5 hours of home work each week and there will be assessments to complete post face-to-face training classes. You should then be practicing your skills in the workplace on average 15 hours per week. Your assessor will come and visit you in the workplace to observe your skills, the last visit is usually held post face-to-face classes to give you time to practice your skills. You will need access to a computer and the internet.

Fees & Funding

Refer to the statement of fees and charges for costs. Your employer should be covering your costs of training. Fees will differ for training in the workplace depending on class size.

The course fees and costs depend upon whether you are eligible for a Government subsidy, with funds made available by the Victorian and Commonwealth governments. For more details on fees and eligibility requirements, you can visit the website or contact our office via phone or email.

Basic Eligibility Criteria Skills First Funding

- Australian Citizen or hold permanent residence
- Have not completed a Certificate III or higher in any industry (unless under 20 as at the 1st January this year)
- Have not enrolled in/completed more than 2 other funded courses this year

- Have not enrolled in 2 other Certificate III's in your lifetime (regardless of if you completed the course)

**Using government funding can affect your ability to access further government funding for other courses in the future*

**other conditions may apply)*

**The apprenticeship network provider will discuss the differences between Skills First Funding and Employer funding. Eligibility rules are different.*

Assessment

Assessment includes written questions, research projects, oral questions, observations of skills and final completion will need to be confirmed by your employer and your assessor.

Job Roles

- food and beverage attendant
- function attendant
- function host
- restaurant host
- senior bar attendant
- waiter

Entry requirements and pathways


Individuals may enter Certificate III in Hospitality (Traineeship) without a lower level qualification, but as a trainee you need to be a part-time or full-time employee. However to be a trainee they will need to be employed and have signed up as a trainee with an Apprenticeship Network Provider.

Please refer to the traineeship handbook found on our website for further information or contact our office to discuss.

Individuals will need to complete a Pre-training review and Learning Literacy and Numeracy assessment prior to undertaking the course to ensure this level qualification suits them. You must be over the age of 18 to be serving alcohol. After achieving Certificate III in Hospitality, individuals could progress to Certificate IV in Hospitality and/or Leadership and Management.

Unit Selection & Assessments—electives can be changed depending on workplace requirements

15 units must be completed: (7 core units; 8 elective units)

Unit Code	Unit Title	Type	Assessments
SITHIND004	Work effectively in hospitality service (36 Service Periods)	core	Logbook Skills assessment
SITHIND001	Source and use information on the hospitality industry	core	Industry Knowledge
SITXFSA001	Use hygienic practices for food safety (Core elective)	elective	Hygiene
SITHFAB002	Provide Responsible Service of Alcohol	elective	RSA
SITHFAB003	Operate a bar (<i>Prerequisite is SITHFAB201</i>)	elective	 Bar
SITHFAB010	Prepare and serve cocktails	elective	
SITHFAB004	Prepare and serve non-alcoholic beverages	elective	
SITXFIN001	Process financial transactions	elective	
SITHFAB001	Clean and tidy bar areas	elective	
SITHFAB014	Provide table service of food and beverage	elective	Food and beverage
SITXWHS001	Participate in safe work practices	core	WHS
SITXCCS006	Provide service to customers	core	Customer Service and working with others
BSBWOR203	Work effectively with others	core	
SITXCOM002	Show social and cultural sensitivity	core	
SITXHRM001	Coach others in job skills	core	Coaching
SITHFAB005	Prepare and serve espresso coffee (optional)	elective	Coffee
SIRXPDK001	Advise on products and services	elective	Sales & Presentations
SITHFAB011	Provide advice on beers, spirits and liqueurs	elective	
BSBCMM401	Make a presentation	elective	

Course Location: This Course will be delivered in your workplace or 62-64 Little Latrobe St Melbourne.

Recognition of Prior Learning (RPL)

You can ask for your relevant existing skills, qualifications and experience to be assessed and taken into account when your level of competency is being assessed. There will be a cost associated, refer to statement of fees and charges.

Credit Transfer (CT)

If you have previously completed a unit the same as what is in your new course, we can give you credit and you will not have to do that unit again. No cost is associated with credit transfer application.

Support services

We have educational support services available to meet the needs of many different students. This includes specialists that can provide one-on-one hospitality and academic support. If you think you require additional support please let us know at enrolment. Or if during the course you find you need extra help please talk to your trainer of the office and we will work with you to find the best support options.

Referrals

Third parties may be used to refer students to this course. Registered third parties for referrals for this course are, Hospitality Recruitment Group. Third parties may not confirm enrolment or pre-training reviews or conduct any training assessment, this is completed by the RTO. If you would like to check their credentials and authenticity or make a complaint please call the head office on 1300 555 748.