

SUBJECT: CERTIFICATE II IN HOSPITALITY

(Stand Alone Course)

STATUS: Vocational Education & Training **CODE:** HOS

QUALIFICATION: SIT20207: Certificate II in Hospitality

COST: TBA

COURSE OVERVIEW:

This qualification provides the skills and knowledge for an individual to be competent in a range of activities and functions requiring basic operational knowledge and limited practical skills in a defined context. Work would be undertaken in various hospitality settings, such as restaurants, hotels, motels, catering operations, clubs, pubs, cafes and coffee shops. Individuals may work with some autonomy or in a team but usually under close supervision.

COURSE STRUCTURE:

To attain a Certificate II in Hospitality, 12 units of competency must be completed.

- 6 industry core units
- 6 industry elective units



6 INDUSTRY CORE UNITS:

- SITHIND001A Develop and update hospitality industry knowledge
- SITXCOM001A Work with colleagues and customers
- SITXCOM002A Work in a socially diverse environment
- SITXOHS001A Follow health, safety and security procedures
- SITXOHS002A Follow workplace hygiene procedures
- SITHFAB020A Apply food and beverage skills in the workplace* (12 sessions of work experience)

6 INDUSTRY ELECTIVE UNITS:

- SITHFAB001A Clean and tidy bar areas*
- SITHFAB002A Operate a bar*
- SITHFAB009A Provide responsible service of alcohol*
- SITXFIN001A Process financial transactions*
- SITHFAB010A Prepare and serve non-alcoholic beverages
- SITHFAB012A Prepare and serve espresso coffee

ASSESSMENT TECHNIQUES:

Assessment will include practical demonstrations, team tasks, observation checklists, knowledge tests, internet research, oral presentations, work place simulations, work experience and café work.

SPECIAL REQUIREMENTS:

All units of competency must be achieved to receive the full certificate. This certificate will require students to participate in Structured Work Placement and this may involve attending a industry related work site out of normal school hours. Split shifts may be required as part of this Structured Work Placement. Transport to and from work site may incur additional costs.

CAREER OPPORTUNITIES & PATHWAYS

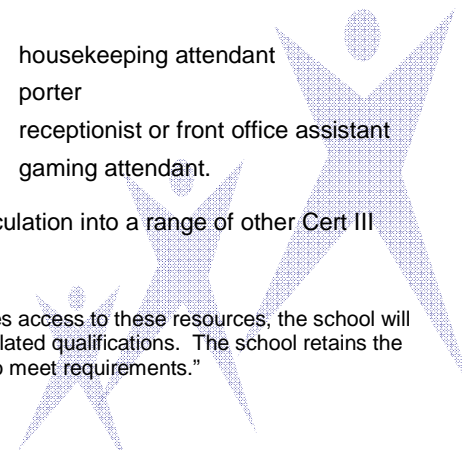
Possible career opportunities include:

- | | |
|-------------------------------|--|
| ▪ bar attendant | ▪ housekeeping attendant |
| ▪ bottle shop attendant | ▪ porter |
| ▪ catering assistant | ▪ receptionist or front office assistant |
| ▪ food and beverage attendant | ▪ gaming attendant. |

Successful completion of this Certificate will allow articulation into a range of other Cert III level qualifications in this Vocational Training Area.

Disclaimer:

"The school must have certain teachers and equipment to run this course. If the school loses access to these resources, the school will attempt to provide students with alternative opportunities to complete the course and the related qualifications. The school retains the right to cancel the vocational component of the course if it is unable to meet requirements."



SUBJECT: CERTIFICATE III IN HOSPITALITY (Stand Alone Course – Year 12 only)

STATUS: Vocational Education & Training

QUALIFICATION SIT30707 Certificate III in Hospitality

COST: TBA

COURSE OVERVIEW: <http://www.ntis.gov.au>
Please refer to the NTIS website for specific information about the qualification.
 This qualification provides the skills and knowledge for an individual to be competent in a range of activities and functions requiring basic operational knowledge and limited practical skills in a defined context. Work would be undertaken in various hospitality settings, such as restaurants, hotels, motels, catering operations, clubs, pubs, cafes and coffee shops.
 Individuals may work with some autonomy or in a team but usually under close supervision.

COURSE OUTLINE: **To achieve a Certificate III in Hospitality, 16 units of competency must be completed:**

- 8 industry core units
- 8 industry electives units



- 8 INDUSTRY CORE UNITS** (6 of these are covered in Cert II) are:
- SITHIND001A Develop and update hospitality industry knowledge
 - SITXCOM001A Work with colleagues and customers
 - SITXCOM002A Work in a socially diverse environment
 - SITXOHS001A Follow health, safety and security procedures
 - SITXOHS002A Follow workplace hygiene procedures
 - SITXHRM001A Coach Others in job skills
 - SITXCCS002A Provide quality customer service
 - SITHFAB021A Provide and coordinate food and beverage service (36 sessions of work experience 24 more than Cert II)

- 8 INDUSTRY ELECTIVE UNITS** (6 are completed in certificate II) are:
- SITHFAB001A Clean and tidy bar areas
 - SITHFAB002A Operate a bar
 - SITHFAB009A Provide responsible service of alcohol
 - SITXFIN001A Process financial transactions
 - SITHFAB010A Prepare and serve non-alcoholic beverages
 - SITHFAB012A Prepare and serve espresso coffee
 - SITHFAB003A Serve food and beverage to customers
 - SITXFIN001A Provide food and beverage service

ASSESSMENT TECHNIQUES: Assessment will be conducted within live restaurant sessions at TAFE and the Workplace. Oral and written reports will be required for evidence of work. Completion of a work place log will also be required.

SPECIAL REQUIREMENTS: **Entry into this course is limited. Applications and successful completion of Certificate II Hospitality is mandatory.** All units of competency must be achieved to receive the full certificate. This certificate will require students to participate in Structured Work Placement and this may involve attending a industry related work site out of normal school hours. Split shifts may be required as part of this Structured Work Placement. Transport to and from work site may incur additional costs. Attendance at Tafe on Wednesday from 8am is also required a roster will be provided in Week 1, 2010.

CAREER OPPORTUNITIES AND PATHWAYS

Possible career opportunities include:

- bar attendant
- bottle shop attendant
- catering assistant
- food and beverage attendant
- housekeeping attendant
- porter
- receptionist or front office assistant
- gaming attendant.

Successful completion of this Certificate will allow articulation into a range of other Cert III level qualifications in this Vocational Training Area.

Disclaimer:

"The school must have certain teachers and equipment to run this course. If the school loses access to these resources, the school will attempt to provide students with alternative opportunities to complete the course and the related qualifications. The school retains the right to cancel the vocational component of the course if it is unable to meet requirements."