

TLI31616

CERTIFICATE III

IN WAREHOUSING OPERATIONS



OVERVIEW

This qualification provides the skills and knowledge for an individual to operate within the warehouse and logistics industry – multiskilling in receive, handle and dispatch goods coming into, or going out of stores or warehouses, stock replenishment and chain of responsibility in QLD.

This course can be delivered in a flexible program of classroom training and self-paced learning activities.

QUALIFICATION CONTENT

Participants will need to complete nineteen (19) units of competency, three (3) core units and sixteen (16) elective units for this qualification. Please see the next page for further information

Keep in mind, one of our ARC representatives will be happy to discuss unit selection, recognition of prior learning and credit transfer.

Entry Requirements:

There are no entry requirements for this qualification. Student will be required to provide their USI and complete a language, literacy and numeracy test.

ARC Training has policies, procedures and information to help create a safe and healthy, culturally diverse, friendly and non-discriminatory learning environment.

Educational Pathways

On completion of this qualification you may wish to further your education by enrolling in any of the following qualifications:

- TLI41816 Certificate IV in Warehousing Operations
- BSB42015 Certificate IV in Leadership and Management

Where will the training take place?

Training and Assessment will take place:

Classroom – Training and assessment takes place in a classroom and involves discussions and activities.

Self-directed learning – read and study course material, research and review assessment in their own time.

Assessment – assessment may include written questions and observations.

What ARC Training provides?

We provide learning materials, assessment tools and a qualified trainer and assessor.

How long will the program run?

The duration of the course is 12 months.

Employment pathways

- Warehouse assistant
- Procurement clerk
- Warehouse leading hand

How much will it cost?

Subsidised Training: funding may be available for eligible participants under the Certificate 3 Guarantee funded by the Queensland Government.

To be eligible for a subsidised place, you must be:

- an Australian Citizen, Australian Permanent Resident, Humanitarian Visa Holder or NZ Citizen
- 15 years old or over
- Living in Queensland
- No longer be at school or equivalent
- Not already enrolled or be enrolled in a qualification at the Certificate III level or higher.

Total co-contribution fee:

Concession \$19

Non-Concession \$38

TLI31616 CERTIFICATE III IN WAREHOUSING OPERATIONS

01

CORE

TLIF0001

Apply chain of responsibility legislation, regulations and workplace procedures

TLIF1001

Follow work health and safety procedures

TLIL1001

Complete workplace orientation/induction procedures

02

ELECTIVE

BSBCUS301

Deliver and monitor a service to customers

BSBWOR301

Organise personal work priorities and development

TLIU2012

Participate in environmentally sustainable work practices

TLIA3017

Identify products and store to specifications

TLIA3018

Organise despatch operations

TLIA3019

Organise receival operations

TLIA3039

Receive and store stock

TLIE3002

Estimate/calculate mass, area and quantify dimensions

TLIE3012

Consolidate manifest documentation

TLIA3015

Complete receival/despatch documentation

TLIB2001

Check and assess operational capabilities of equipment

TLIE3004

Prepare workplace documents

TLIO2021

Follow security procedures when working with goods and cargo

TLIG2007

Work in a socially diverse environment

TLIF2010

Apply fatigue management strategies

TLID1001

Shift material safely using manual handling methods

Please note: electives may change, depending on organisational and student needs.

Why participate in training?

- ✓ To receive a nationally recognised qualification.
- ✓ To further develop your career.
- ✓ To formalise your skills and knowledge.
- ✓ To learn to perform your job easier and better.

Learning Support

Students to have access to a Trainer/Assessor and the Student Services team to provide course and assessment support.