

<p><b>Description</b></p>	<p>This qualification reflects the role of skilled operators who use a broad range of hospitality service, sales or operational skills combined with supervisory skills and sound knowledge of industry operations to plan, monitor and evaluate the work of team members. They operate independently or with limited guidance from others, and use discretion to solve non-routine problems.</p> <p>This qualification provides a pathway to work as a supervisor in hospitality organisations such as restaurants, hotels, motels, clubs, pubs, cafés, and coffee shops. This qualification allows for multi-skilling and for specialisation in accommodation services, food and beverage, and gaming.</p>
<p><b>Delivery Method &amp; Location</b></p>	<p>This course will be delivered in a workplace through structured training incidental learning as the student carries out their work role and through work role rotation.</p> <p>The student will be provided with both ‘on the job’ and ‘off the job’ training. This will be achieved through structured visits from a qualified Trainer/Assessor employed by Access Training &amp; Logistics Pty Ltd and support and guidance from the workplace.</p> <p>Where the workplace does not have the requisite work, resources and facilities needed for the student to undertake workplace training alternative arrangements will be made. This could include training within another workplace or within a simulated workplace such as a training restaurant/cafe</p>
<p><b>Entry Requirements</b></p>	<p>There are no specific entry requirements, however it is expected that students will have a basic level of mathematics and literacy equivalent to a school sector Year 10 standard.</p> <p>Where a student is identified as having Foundation Skill requirements, they will be advised and supported to seek assistance from relevant FSK providers in those areas requiring further development.</p> <p>Individuals may enter SIT40416 Certificate IV in Hospitality with limited or no vocational experience and without a lower level qualification. However, it is strongly recommended that individuals undertake lower level qualifications, and/or gain industry experience prior to entering the qualification.</p>
<p><b>Pathways and Outcomes</b></p>	<p><b>Training Pathway</b> After achieving SIT40416 Certificate IV in Hospitality, individuals could progress to SIT50416 Diploma of Hospitality, or to Diploma qualifications in any service industry field.</p> <p><b>Employment outcomes</b> SIT40416 reflects the role of skilled operators within the hospitality industry. Completion of this program provides a pathway into team leader and supervisory roles within the speciality within which the course was delivered – e.g. restaurants, hotels, catering operations, pubs, clubs, cafes.</p> <p>Possible job roles include:</p>

	<ul style="list-style-type: none"> <li>• bar supervisor or team leader</li> <li>• duty manager</li> <li>• food and beverage supervisor or team leader</li> <li>• front office supervisor or team leader</li> <li>• housekeeping supervisor or team leader</li> <li>• gaming supervisor or team leader</li> <li>• shift manager</li> </ul>																										
<b>Course Content</b>	<p>The course consists of 21 units:</p> <ul style="list-style-type: none"> <li>• 9 core units</li> <li>• 12 elective units</li> </ul> <p>The program being run will focus on Restaurant/Café supervision. Electives have been selected to reflect this and ensure relevance to the work outcome. A number of electives are offered to reflect the range of venues. In some instances, students will elect to undertake specialist electives such as Accommodation or Gaming electives. These will be listed in the individual student's training plan.</p> <p>Areas of learning:</p> <ul style="list-style-type: none"> <li>• Industry Knowledge</li> <li>• Bar Service</li> <li>• Food &amp; Beverage service</li> <li>• Customer service</li> <li>• Staff supervision</li> <li>• Managing finances</li> </ul> <p>The following elective units are offered by ATL in 2018:</p> <table border="1"> <tr> <td>SITXFSA001</td> <td>Use hygienic practices for food safety*</td> </tr> <tr> <td>BSBITU306</td> <td>Design and produce business documents</td> </tr> <tr> <td>SITHFAB001</td> <td>Clean and tidy bar areas*</td> </tr> <tr> <td>SITHFAB002</td> <td>Provide responsible service of alcohol</td> </tr> <tr> <td>SITHFAB003</td> <td>Operate a Bar*^</td> </tr> <tr> <td>SITHFAB004</td> <td>Prepare and serve non-alcoholic beverages*</td> </tr> <tr> <td>SITHFAB005</td> <td>Prepare and serve espresso coffee*</td> </tr> <tr> <td>SITHFAB014</td> <td>Provide table service of food and beverage*^</td> </tr> <tr> <td>SITHFAB016</td> <td>Provide advice on food</td> </tr> <tr> <td>SITHIND002</td> <td>Source and use information on the hospitality industry</td> </tr> <tr> <td>SITXFSA002</td> <td>Participate in safe food handling practices</td> </tr> <tr> <td>SITXFSA003</td> <td>Transport and store food</td> </tr> <tr> <td>SITXHRM002</td> <td>Roster staff</td> </tr> </table>	SITXFSA001	Use hygienic practices for food safety*	BSBITU306	Design and produce business documents	SITHFAB001	Clean and tidy bar areas*	SITHFAB002	Provide responsible service of alcohol	SITHFAB003	Operate a Bar*^	SITHFAB004	Prepare and serve non-alcoholic beverages*	SITHFAB005	Prepare and serve espresso coffee*	SITHFAB014	Provide table service of food and beverage*^	SITHFAB016	Provide advice on food	SITHIND002	Source and use information on the hospitality industry	SITXFSA002	Participate in safe food handling practices	SITXFSA003	Transport and store food	SITXHRM002	Roster staff
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	SITXINV002	Maintain the quality of perishable items
	SITXINV003	Purchase goods
	SITXWHS002	Identify hazards, assess and control safety risks
	SITXINV001	Receive and store stock
	BSBCMM201	Communicate in the workplace
	SITXFIN001	Process financial transactions
	SITHFAB007	Serve food and beverage
	SITXCCS003	Interact with customers
	* This elective unit MUST be undertaken unless the student holds an equivalent unit	
<b>Resources Required</b>	<p>Access Training and Logistics will supply all learner workbooks.</p> <p>Students will need to be either currently working in a relevant hospitality venue or undertaking unpaid work – for a minimum of 36 service periods.</p> <p>Students will be required to supply their own clothing, appropriate to the hospitality environment in which they are working.</p>	
<b>Assessment Information</b>	<p>Assessment will take place in an operational hospitality business. Assessment will be conducted over a period of time, in a variety of ways including:</p> <ul style="list-style-type: none"> <li>• Practical assessments observed in the workplace</li> <li>• Written assessments</li> <li>• Logbooks</li> <li>• Portfolio</li> </ul>	
<b>Records Check</b>	<p>Some work places will require you to undertake a National Criminal Records check and/or Working with Children Check in order to undertake placement with them.</p> <p>If this is required, it will be at the Student's cost.</p>	
<b>Support Services</b>	<p>Access Training &amp; Logistics is committed to supporting students to successfully complete their training. We will work with students to identify and address any support needs they have.</p> <p>Where students are identified as requiring non-educational support, Access Training &amp; Logistics will refer them to the appropriate service.</p>	
<b>Fee Information</b>	<p>Full Fee-Paying Student \$3000</p> <p>Government funding is available in some states to assist with course fees. Contact Access Training and Logistics for more information</p>	