

Community Partnerships @ Work 2011 Vocational Training Course

HOSPITALITY (Certificate 2 Completion for students who have completed Cafe Ops & Liquor Service VET courses)

(Cert 2 - Completion Course) SIT 20207

NB for completion students need to have completed the 5 core units

This course will give students, skills desired by employers for work in small delis, cafés and coffee shops.

Job Summary: Customer service, making coffee (barista), taking cash and giving change, and preparing Hot sand cold beverages are aspects of this employment pathway.

| | | |
|------------------------------|--|---|
| Desired attributes: | Be well presented, have good communication skills and a good memory, be polite and patient as well as being friendly, efficient and speedy and have stamina. Must enjoy working with people, be able to work as part of a team, be prepared to work weekends and evenings and be able to handle money. | |
| Career Pathways: | Prefer year 11 or 12. Refer to www.myfutures.edu.au for career pathway information | |
| Location: | Noarlunga Campus of TAFESA, John Reynell Restaurant, & SITE Academy (online). | |
| Duration: | Step 2: Online in your own time | Step 3: 1 x 3 hr session followed with 36 hrs supervised work placement |
| Training Provider: | TAFESA South RTO 40319 | |
| Times: | Step 2: on line. Step 3: One intro session at TAFE TBA, then work placement (see below). | |
| Approx Cost: | Step 2: SITE RTO fee = \$300 for 3 units Book online with SITE Academy | Step 3: TAFE RTO fee = \$15 if have TAFE ID or \$20.50 (incls ID) (2011) Brokerage fee = \$33.00 (incls GST) Total fee = \$45.00 or \$53.50 |
| Work Placement: | It is compulsory that 12x3 hr shifts are undertaken as part of the Cert 2 completion requirements. | |
| Student requirements: | ⇨ Students MUST wear a long sleeved white shirt, black trousers / skirt, non-slip black leather shoes (not sneakers). ⇨ If ill, it is expected that the student will phone the Hospitality Office on 8207 3613 the morning of the absence. | |
| Contact: | Karli or Natalie (Hospitality office) ph: 8207 3613 | |
| Class restraints: | Maximum number of students in a class is 14, min 8 | |

Four steps to complete the Cert 2 Hospitality qualification.

1. Complete & pass Cafe Ops & Liquor Service courses at **TAFESA, Noarlunga Campus**

2. Complete & pass 5 Core units from Cert 1 (can be done through school, TAFE or online with **SITE Academy**)

| Code | Unit of Competence | Nominal hours |
|---|---|---------------|
| SITHIND001A | Develop & update hospitality industry knowledge | 25 |
| SITXCOM001A | Work with colleagues & customers | 20 |
| SITXCOM002A | Work in a socially diverse environment | 20 |
| Students should have passed the next 2 core units in the Cafe Ops & Liquor Service courses | | |
| SITXOHS001B | Follow health safety & security procedures | |
| SITXOHS002A | Follow workplace hygiene procedures | |

3. Complete 1 core for Certificate 2 completion (locally through **TAFESA, Noarlunga Campus**)

| Code | Unit of Competence | Nominal hours |
|-------------|---|-------------------------------|
| SITHIND002A | Apply hospitality skills in the workplace | 03 (in class intro session) |
| or | or | 37 hrs supervised on job |
| SITHFAB020A | Apply food & beverage skills in the workplace | = 40 hrs |
| | Total Hrs (1 credit) | Varies , up to 102 hrs |

4. Present copies of Student Attainment Statements to either TAFESA or SITE Academy for recognition and issuing of a Cert 2 Hospitality certificate.

*Any queries about this course, contact the Program Co-ordinator on ph: 8326 4543 or mob: 0418 891 877
Details correct at 6th January 2011*