

Traineeship

Certificate II in Hospitality – SIT20316

Career Training Institute of Australia (CTIA) is offering a Certificate II in Hospitality program through Australian Apprenticeships. This qualification reflects the role of individuals who have a defined and limited range of hospitality operational skills and basic industry knowledge. They are involved in mainly routine and repetitive tasks and work under direct supervision.

This qualification is suitable for VET in Schools (VETiS) delivery and for an Australian Apprenticeship pathway.

This qualification provides a pathway to work in various hospitality settings, such as restaurants, hotels, motels, catering operations, clubs, pubs, cafés, and coffee shops.

This program is designed to be delivered between 0.5 – 1 year or 600 – 1200 hours, flexible arrangements can be made to meet your specific needs as far as contact visits, industry consolidation visits and monitoring visits to ensure you remain on track to successfully complete your qualification. This may result in completing the qualification in less than the allocated time/hours.

COURSE COST

Part funding is made available by the Department of Education and Training (DET), the employer/student is also required to make a co-contribution to the cost of this course.

The co-contribution fee for this course is \$900.00, this includes the mandatory Student contribution fees under the User Choice program which are set at \$1.60 per nominal hour for each unit of competency/module to be calculated at the commencement of the unit of competency/module.

In some cases, an RTO may provide either a partial or full exemption for a student in respect to the co-contribution fee (see student handbook).

School based trainees are not required to pay a co-contribution fee while they are still at school.

Existing Workers are not funded under the User Choice program for this qualifications and are charged at the rate of \$2,600.00.

Full QLD government funding is provided for Priority Population Groups (PPG) are those declared on the national Apprenticeship/Traineeship Contract, such as individuals of Aboriginal or Torres Strait Islander origin, individuals from a non-English speaking background and individuals with a disability, impairment or long term condition. Please discuss your individual situation with us.

TYPES OF TRAINEESHIPS

- Full-time apprentices and trainees work and train an average of 38 hours a week and have ongoing employment.
- Part-time apprentices and trainees are rostered to work on a regular basis, working and training no less than 15 hours per week, averaged over a four week cycle.
- Existing workers may be employed as an apprentice or trainee (as long as they are not casual).

WHY CHOOSE A TRAINEESHIP

- Gain practical hands on experience in your industry of choice
- Get paid work while completing your training
- Provides you with a pathway to further education
- Gain formal recognition of your skills and knowledge
- With competency based learning you can finish your studies early
- Gain a nationally recognised qualification



For enquires / bookings:

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Frequently Asked Questions...

WHAT ARE THE BENEFITS OF UNDERTAKING THIS QUALIFICATION?

When you complete the Certificate II in Hospitality graduates will be qualified to apply for various positions including bar attendant, café attendant, catering assistant, food and beverage attendant, front office assistant, porter or room attendant.

Students who complete their Certificate II can gain 4 credits points towards their QCE.

WHO IS ELIGIBLE TO PARTICIPATE?

Australian Apprenticeships (often referred to as apprenticeships or traineeships) are available to anyone of working age. You do not need a secondary school certificate or other qualification to be able to do an Australian Apprenticeship.

You can do an Australian Apprenticeship if you are a school-leaver, re-entering the workforce or as an adult worker simply wishing to change careers.

You can even begin your Australian Apprenticeship while you're still at school finishing Years 10, 11 and 12.

Australian Apprenticeships offer opportunities for you to train, study and earn an income at a variety of qualification levels in most occupations as well as in traditional trades.

As an Australian Apprentice you can combine time at work with training, and can be either full-time, part-time or school-based. When you finish your Australian Apprenticeship, you will have a nationally recognised qualification that can take you anywhere in Australia and one that is held in high regard in many overseas countries as well.

WHAT ARE PARTICIPANTS AWARDED AT COMPLETION?

Upon successful completion of all units of competencies in the course, participants will be issued with a Certificate II in Hospitality SIT20316. Should a participant not complete the entire course then a Statement of Attainment will be given for the units successfully completed.

Students who successfully complete the Certificate II in Hospitality can gain credits for subjects included in the Certificate III in Hospitality and the Diploma of Hospitality Management if they decide to continue their studies. Under the Australian Qualifications Framework (AQF) Certificate II is AQF Level II. CTIA is responsible for quality training and assessment in compliance with the Standards for RTO (2015) and issuance of AQF qualifications.

HOW WILL PARTICIPANTS BE ASSESSED?

Assessment is competency based, in that the participant will be required to demonstrate competency in a range of tasks. Assessment procedures are transparent and address the key assessment principles of being valid, reliable, flexible and fair. Assessment strategies include a range of techniques, which include, but are not limited to the use of; direct observation, questions & answers, practical exercises, and case studies. Participants who can demonstrate that they are already competent in the knowledge and skills of a unit of competency, or have previously completed a course, may apply for Recognition of Prior Learning (RPL) or Credit Transfer.

WHAT UNITS OF COMPETENCY MAKE UP THE CERTIFICATE II IN HOSPITALITY?

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CORE UNITS:

SITHIND002 Source & use information on the hospitality industry
BSBWOR203 Work effectively with others
SITHIND003 Use hospitality skills effectively
SITXCOM002 Show social and cultural sensitivity
SITXCCS003 Interact with customers
SITXWHS001 Participate in safe work practices

ELECTIVE UNITS:

SITXFSA001 Use hygienic practices for food safety
SITHFAB007 Serve food and beverage
SITHFAB005 Prepare and serve espresso coffee
SITHFAB004 Prepare and serve non-alcoholic beverages
SITHFAB002 Provide responsible service of alcohol
SITXCCS004 Provide lost & found services

* Elective units can be changed in consultation with CTIA

HOW IS THE COURSE DELIVERED AND HOW LONG WILL IT TAKE?

The Certificate II in Hospitality is delivered by on-the-job training, off-the-job training and by the 'self paced' method of learning which allows you greater flexibility in choosing the times you study and the time it takes you to complete the course.

All Traineeships have a nominal term - this is the timeframe that is on the Traineeship training contract and for the Certificate II in Hospitality it is 12 Months Full-time or Part-time equivalent.

SERVICES

As part of our ongoing commitment to provide advice and support services we provide to all our clients/students the following services upon request: Welfare and guidance services, complaints & appeals procedures, disciplinary procedures, access and equity, Recognition Prior Learning (RPL) & Credit transfer arrangements, client selection, enrolment and induction/orientation procedures, course information including content and vocational outcomes, fees/charges, including refund policy and exemptions (where applicable), provision for language, literacy and numeracy assessment, client support, including any external support the RTO has arranged for clients flexible learning and assessment procedures.

Further information is provided in the student handbook located at <http://www.ctia.edu.au/how-to-apply-further-information-2/>

WHO DO I TALK TO IF I HAVE QUESTIONS?

Further information on the program please contact us on 07 5564 9044 or e-mail mabs@ctia.edu.au