

SIT10216 - Certificate I in Hospitality

This qualification reflects the role of individuals who participate in a range of routine and predictable hospitality work activities. They work under close supervision and are given clear directions to complete tasks.

This preparatory qualification provides individuals with knowledge and skills for initial work, community involvement and further learning.

CAREER PROSPECTS

When you complete the Certificate I in Hospitality graduates will be qualified to apply for various positions such as; bar useful, food runner, glass runner, housekeeping assistant, kitchen steward, kitchen useful.

ARTICULATION

Students who successfully complete the Certificate I in Hospitality can gain credits for subjects included in the Certificate II, III & IV in Hospitality and the Diploma of Hospitality if they decide to continue their studies. Under the Australian Qualifications Framework (AQF) Certificate II is AQF Level II.

AQF1	Certificate I	AQF2	Certificate II	AQF3	Certificate III
AQF4	Certificate IV	AQF5	Diploma	AQF6	Advance Diploma

AWARD

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

ENTRY REQUIREMENTS

Individuals may enter SIT10216 Certificate I in Hospitality with limited or no vocational experience and without a relevant lower level qualification. There is no age limit, but applicants should have successfully completed year 10.

DELIVERY OF THE COURSE

The Certificate I in Hospitality is delivered face to face in a classroom setting with a max of seven (7) students per group. Training deliver will include scenarios and role plays as well as industry engagement.

ASSESSMENT STRATEGY

Assessment in this course will be competency based, in that the student will be required to demonstrate competency in a range of tasks. The assessment coding which will apply is either C or NYC, where C is Competent, and NYC is Not Yet Competent. Assessment procedures are transparent and address the key assessment principles of being valid, reliable, flexible, fair and cost effective. Assessment strategies encompass a range of techniques, which include, but are not limited to the use of:

- Direct observation of performance
- Oral questioning
- Projects/assignments
- Simulations of workplace activities
- Practical exercises
- Work portfolios

RECOGNITION OF PRIOR LEARNING & CREDIT TRANSFER

Students who can demonstrate that they are already competent in the knowledge and skills of a unit of competency, or have previously completed a course with another Institution, may apply for Recognition of Prior Learning (RPL) or Credit Transfer. For further information please refer to the Student handbook.

NOMINAL DURATION 87 – 147 Nominal Hours dependant on electives chosen
 3 weeks full time.

AUSTRALIAN APPRENTICESHIPS Funding is made available by the Department of Education, Training and Employment

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
- ✓ appeals and complaints procedures
- ✓ disciplinary procedures
- ✓ staff responsibilities for 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 details of any of the above services may be obtained from your student handbook, pre-course introduction session or contacting any of our staff for a friendly chat.

QUALIFICATION RULES

To achieve a Certificate, I in Hospitality 6 unit must be completed:

- 3 core units
- 3 elective units, consisting of:
 - 1 unit from Group A
 - 2 units from Group B, elsewhere in SIT Training Package, or any other current Training Package or accredited course.

The selection of electives must be guided by the job outcome sought, local industry requirements and the complexity of skills appropriate to the AQF level of this qualification.

CORE UNITS:			
UNIT CODE	UNIT NAME	PRE REQUISITES	NOMINAL HOURS
BSBWOR203	Work effectively with others	Nil	15
SITXCCS001	Provide customer information and assistance	Nil	30
SITXWHS001	Participate in safe work practices	Nil	12
GROUP A:			
UNIT CODE	UNIT NAME	PRE REQUISITES	NOMINAL HOURS
SITHIND001	Use hygienic practice for hospitality service	Nil	10
SITXFSA001	Use hygienic practices for food safety	Nil	25
GROUP B:			
UNIT CODE	UNIT NAME	Pre REQUISITES	Nominal Hours
SITHACS001	Clean premises and equipment	Nil	45
SITXCOM001	Source and present information	Nil	10
SITHFAB001	Clean and tidy bar areas	SITXFSA001*	10
GENERAL ELECTIVE UNITS:			
UNIT CODE	UNIT NAME	PRE REQUISITES	NOMINAL HOURS
SITHFAB002	Provide responsible service of alcohol	Nil	10
SITHIND001	Use hygienic practice for hospitality service	Nil	10
SITXFSA001	Use hygienic practices for food safety	Nil	25
HLTAID003	Provide first aid	Nil	18
SITXCCS003	Interact with customers	Nil	20
SITXCCS004	Provide lost and found services	Nil	10
SITXCOM002	Show social and cultural sensitivity	Nil	20

*All pre-requisites for accredited units must be trained and assessed prior to the start of training for the required unit. Students must gain competency in the pre-requisite unit prior to the start of training for the unit with the pre-requisite.