

## VET COURSES 2023

20 June 23

<b>AUTOMOTIVES</b>		Automotive Institute of Technology
Certificate II Automotive Vocational Preparation		Motor Training Association
Course Code: AUR20720 14 <sup>th</sup> February – 19 <sup>th</sup> September 2023		253 Balcatta Road BALCATTA
1 year program Time 8:30am – 3.00pm		RTO Code 0627
National Code	UNIT NAME	Nominal Hrs
AURAEA002	Follow environmental and sustainability best practice in an automotive workplace	20
AURASA102	Follow safe working practices in an automotive workplace	20
AURETR115	Inspect, test and service batteries	20
AURTTE104	Inspect and service engines	20
AURTTK102	Use and maintain workplace tools and equipment in an automotive work	30
AURTTK001	Use and maintain measuring equipment in an automotive workplace	16
AURAF103	Communicate effectively in an Automotive workplace	20
AURLTA101	Identify Automotive mechanical systems and components	15
AURTTE003	Remove and tag engine system components	22
AURETR006	Solder electrical wiring and circuits	20
AURETR103	Identify automotive electrical systems and components	10
AURAF104	Resolve routine problems in an Automotive workplace	20
	Total Nominal Hours	233

## VET COURSES 2023

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### Business

Certificate III in Business		Fremantle Education Centre
Course Code: BSB30120		Fremantle Education Centre Cnr Cantonment and Parry Streets FREMANTLE
Time: 8.30am – 2:30pm Term 1 – Term 3 inclusive 31st January – 19 <sup>th</sup> September 2023		RTO Code: 50354
National Code	UNIT NAME	Nominal Hrs
BSBCRT311	Apply critical thinking skills in a team environment	45
BSBOPS301	Maintain business resources	15
BSBPEF201	Support personal wellbeing in the workplace	45
BSBPEF301	Organise personal work priorities	30
BSBPEF302	Develop self-awareness	25
BSBSUS211	Participate in sustainable work practices	30
BSBTEC302	Design and produce spreadsheets	30
BSBTEC303	Create electronic presentations	20
BSBTWK301	Use inclusive work practices	35
BSBWHS311	Assist with maintaining workplace safety	40
BSBXCM301	Engage in workplace communication	35
BSBXTW301	Work in a team	35
CHCDIV001	Work with diverse people	30
	Total Nominal Hours	415

## VET COURSES 2023

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Certificate IV Business		Fremantle Education Centre
Course Code: BSB40120		Fremantle Education Centre Cnr Cantonment and Parry Streets FREMANTLE
Time: 8.30am – 2:30pm Term 1 – Term 3 inclusive 31 <sup>st</sup> January – 19 <sup>th</sup> September 2023		RTO Code: 50354
National Code	UNIT NAME	Nominal Hrs
BSBCMM411	Make presentations	30
BSBCRT411	Apply critical thinking to work practices	55
BSBWHS411	Implement and monitor WHS policies, procedures and programs	40
BSBOPS405	Organise business meetings	50
BSBPEF401	Manage personal health and wellbeing	55
BSBPEF402	Develop personal work priorities	35
BSBWRT411	Write complex documents	50
BSBTWK401	Build and maintain business relationships	45
BSBTEC404	Use digital technologies to collaborate in a work environment	45
BSBXCM401	Apply communication strategies in the workplace	45
BSBXTW301	Work in a team	35
CHCDIV001	Work with diverse people	30
	<b>Total Nominal Hours</b>	<b>522</b>

## VET COURSES 2023

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### Civil Construction

Certificate II in Civil Construction		Australian Training Management Motivation Foundation
Course Code: RII20720		52 Harrow Street WEST SWAN
Year 2 of a 2 year program Time 8:30am - 2:30pm		RTO Code 2431 Updated 23/11/22
National Code	UNIT NAME	Nominal Hrs
RIICCM203E	Read and interpret plans and job specifications	32
RIICCM205F	Carry out manual excavation	8
RIICCM207E	Spread and compact materials manually	12
RIICCM206E	Support plant operations	8
RIICCM208E	Carry out basic levelling	8
RIISAM201E	Handle resources and infrastructure materials and safely dispose of non-toxic materials	16
RIIMPO317F	Conduct roller operations	20
	Total Nominal Hours	

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### Community Services

Certificate IV Community Services		Fremantle Education Centre
Course Code: CHC42015		Fremantle Education Centre Cnr Cantonment and Parry Streets FREMANTLE
Time: 8.30am – 2:30pm Term 1 – Term 3 inclusive 31 <sup>st</sup> January – 19 <sup>th</sup> September 2023		RTO Code: 50354
National Code	UNIT NAME	Nominal Hrs
CHCADV001	Facilitate the interests and rights of clients	55
CHCCCS004	Assess co-existing needs	60
CHCCCS015	Provide individualized support (credit transfer from Cert III)	75
CHCDIV001	Work with diverse people	30
CHCDIV002	Promote Aboriginal and/or Torres Strait islander cultural safety	30
CHCPRT001	Identify and respond to children and young people at risk	30
CHCCOM002	Use communication to build relationships	45
CHCPRP001	Develop and maintain networks and collaborative partnerships	55
CHCLEG001	Work legally and ethically	50
HLTWHS003	Maintain work health and safety	40
CHCCCS010	Maintain a high standard of service	30
HLTWHS006	Manage personal stressors in the work environment	35
CHCPRP003	Reflect on and improve own professional practice	40
CHCINM002	Meet Community information needs	30
CHCCCS016	Respond to client needs	55
	Total Nominal Hours	655

## VET COURSES 2023

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### Construction

<b>Certificate II Construction Pathways</b>		North Metropolitan TAFE
Course Code: 52893WA		Loxwood Road BALGA
Time: 7:30am – 3:00pm	Carpentry Workshop	RTO Code: 52786
1 <sup>st</sup> year of a 2 year program	N Block	110 hours of work experience required over 2 years
14 <sup>th</sup> February – 8 <sup>th</sup> August 2023		
National Code	UNIT NAME	Nominal Hrs
CPCCOM1014	Conduct workplace communication	16
CPCCOM1012	Work effectively and sustainably in the construction industry	16
CPCCWHS2001	Apply OSH requirements, policies & procedures in the construction industry	32
CPCCOM1015	Carry out measurements and calculations	16
CPCCOM1013	Plan and organise work	16
CPCCOM2001	Read and interpret plans and specifications	32
CPCWHS1001	Prepare to work safely in the construction industry	6
ASBAWA201	Practice asbestos awareness in the construction industry	
	Total Nominal Hours	134
	On site work placement over 2 years	110

## VET COURSES 2023

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Certificate II in Construction Pathways		North Metropolitan TAFE
Course Code: 52893WA U Block Carpentry Workshop		Loxwood Road BALGA
Time: 7:30am – 3:00pm 2 <sup>nd</sup> year of a 2 year program 14 <sup>th</sup> February – 8 <sup>th</sup> August 2023		RTO Code: 52786
National Code	UNIT NAME	Nominal Hrs
CPCCA2002	Use carpentry tools and equipment	52
CPCCA3027	Set up, operate and maintain indirect action powder-actuated power tools	20
CPCCM2008	Erect & dismantle restricted height scaffolding	16
CPCCM2012	Work safely at heights	16
CPCCA2011	Handle carpentry materials	16
CPCCM2006	Apply basic levelling procedures	16
	Total Nominal Hours	136
	On site work placement over 2 years	110

## VET COURSES 2023

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### Data & Voice Communications (Electrical)

Certificate II Data & Voice Communications 1 <sup>st</sup> Year of a 2 Year Course	North Metropolitan TAFE
Course Code: UEE20720 P Block	Loxwood Road BALGA
Time: 8:00am – 3:30pm 14 <sup>th</sup> February – 22 <sup>nd</sup> August 2023	RTO Code: 52786

National Code	UNIT NAME	Nominal Hrs
UEECD0027	Participate in development and follow a personal competency development plan	18
UEECO0017	Source and purchase materials/parts for installation or service jobs.	18
HLTAID009	Provide cardiopulmonary resuscitation	4
UEECD0007	Apply work health and safety regulations, codes and practices in the workplace	18
UEECD0019	Fabricate , assemble, and dismantle utilities industry components	36
UEECD0020	Fix and secure electrotechnology equipment	18
UEECD0043	Solve problems in direct current circuits	72
	Total delivery hours (not including work placement)	184

Certificate II Data & Voice Communications 2 <sup>nd</sup> Year of a 2 Year Course	North Metropolitan TAFE
Course Code: UEE20720 P Block	Loxwood Road BALGA
Time: 8:00am – 3:30pm 14 <sup>th</sup> February – 22 <sup>nd</sup> August 2023	RTO Code: 52786

National Code	UNIT NAME	Nominal Hrs
UEECD0016	Document and apply measures to control WHS risks associated with electrotechnology work	18
UEECD0025	Lay wiring/cabling and terminate accessories for extra-low voltage (ELV) circuits	36
UEECD0027	Participate in development and follow a personal competency development plan	18
UEECD0051	Use drawings, diagrams, schedules, standards, codes and specifications	36
UEEDV0005	Install and maintain cabling for multiple access to telecommunication services	72
UEERE0001	Apply environmentally and sustainable procedures in the energy sector	18



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	Total delivery hours (not including work placement)	198

### Early Childhood Education and Care

Certificate III Early Childhood Education and Care 1 Year Course	Fremantle Education Centre	
Course Code: CHC30121	Cnr Cantonment and Parry Streets FREMANTLE	
Time : 8.30am – 2.30pm 31 <sup>st</sup> January – 18 August 2023 (and 19 <sup>th</sup> September 2023)	RTO Code: 50354 160 hours work experience required	
National Code	UNIT NAME	Nominal Hrs
CHCECE031	Support children's health, safety and wellbeing	145
CHCECE032	Nurture babies and toddlers	95
CHCDIV001	Work with diverse people	30
HLTWHS001	Participate in workplace health and safety	30
CHCPRT001	Identify and respond to children and young people at risk	30
HLTAID012	Provide First Aid in an education and care setting	22
CHCECE030	Support inclusion and diversity	55
CHCECE056	Work effectively in children's education and care	70
CHCECE037	Support children to connect with the natural environment	45
CHCECE034	Use an approved learning framework to guide practice	70
CHCECE035	Support the holistic learning and development of children	100
CHCECE033	Develop positive and respectful relationships with children	120
CHCECE038	Observe children to inform practice	35
CHCECE036	Provide experiences to support children's play and learn	70
CHCPRP003	Reflect on and improve own professional practice	40
CHCECE054	Encourage understanding of Aboriginal and/or Torres Strait Islander people's culture	50
CHCECE055	Meet legal and ethical obligations in early childhood education and care	55
	160 hours work experience requirement	
	Total Nominal Hours	1062

## VET COURSES 2023

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### School Based Education Support (School - Education Assistant)

Certificate III in School Based Education Support 1 Year Course		Fremantle Education Centre
Course Code: CHC30221		Cnr Cantonment and Parry Streets FREMANTLE
Time : 8.30am – 2.30pm 31 <sup>st</sup> January – 27 June 2023 (and 19 September 2023)		RTO Code: 50354 100 hours work experience required
National Code	UNIT NAME	Nominal Hrs
CHCEDS033	Meet legal and ethical obligations in an education support environment	30
CHCEDS040	Search and access online information	25
CHCEDS035	Contribute to student education in all developmental domains	55
CHCEDS037	Support the development of numeracy skills	55
CHCEDS036	Support the development of literacy and oral language skills	70
CHCDIV001	Work with diverse people	30
CHCEDS044	Support development of student research skills	25
CHCEDS041	Set up and sustain learning areas	40
CHCEDS034	Contribute to the planning and implementation of educational programs	65
CHCEDS061	Support responsible student behavior	40
CHCEDS059	Contribute to the health, safety, and wellbeing of students	30
CHCEDS060	Work effectively with students and colleagues	45
CHCEDS057	Support students with additional needs in the classroom	75
HLTWHS001	Participate in work health and safety	30
CHCPRT001	Identify and respond to children and young people at risk	30
	100 hours work experience requirement	
	Total Nominal Hours	645

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<b>Certificate IV in School Based Education Support</b>		Fremantle Education Centre
Course Code: CHC40221		Cnr Cantonement / Parry Streets FREMANTLE
Time: 8.30 am - 2.30 pm 31 January – 30 May 2023 (and 19 September 2023)		RTO Code: 50354 100 hours work experience required
National Code	UNIT NAME	Nominal Hrs
CHCEDS047	Assist in facilitation of student learning	45
CHCEDS048	Work with students in need of additional learning support	65
CHCEDS051	Facilitate learning for students with disabilities	65
CHCEDS056	Provide support to students with autism spectrum disorder	45
CHCEDS045	Support student mathematics learning	40
CHCEDS046	Support student literacy learning	60
CHCEDS053	Assist in production of language resources	35
CHCEDS058	Support the implementation of behaviour plans	65
CHCECE054	Encourage understanding of Aboriginal and/or Torres Strait Islander peoples' cultures	50
CHCPRP001	Develop and maintain networks and collaborative partnerships	55
CHCPRP003	Reflect on and improve own professional practice	40
CHCPR001	Identify and respond to children and young people at risk	30
CHCEDS044	Support development of student research skills	25
HLTWHS001	Participate in workplace health and safety	30
CHCEDS059	Contribute to the health, safety, and wellbeing of students	30
CHCEDS033	Meet legal and ethical obligations in a School Based Education Support environment	30
CHCDIV001	Work with diverse people	30
	100 hours work experience requirement	
	Total Nominal Hours	740

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### Electrotechnology

Certificate II Electrotechnology (Career Start) 1st Year of 2 Year Course		College of Electrical Training
Course Code: UEE22020		20 Injune Way JOONDALUP
Time: 8.00am – 4:00pm 14th February – 19 <sup>th</sup> September 2023		RTO Code: 2394
National Code	UNIT NAME	Nominal Hrs
CPCCWHS1001	Prepare to work Safely in the Construction Industry	6
UEECD0007	Apply work health and safety regulations, codes and practices in the workplace	20
UEECD0038	Provide solutions and report on routine electrotechnology problems	60
UEECD0046	Solve problems in single path circuits	40
UEECD0019	Fabricate, assemble and dismantle utilities industry components	40
UEECD0034	Produce routine tools/devices for carrying out energy sector work activities	120
	Work Experience 150 hours over 2 years	
	Total Nominal Hours	286

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Certificate II Electrotechnology (Career Start) 2 <sup>nd</sup> Year of 2 Year Course		College of Electrical Training
Course Code: UEE22020		20 Injune Way JOONDALUP
Time: 8.00am – 4:00pm 14 <sup>th</sup> February – 30 <sup>th</sup> May 2023		RTO Code: 2394
National Code	UNIT NAME	Nominal Hrs
UEEAS0004	Select Electronic Components for assembly	20
UEERL0001	Attach cords and plugs to electrical equipment for connection to a single phase 230 volt supply	20
UEECD0052	Use of routine equipment, plant & technologies in an energy sector environment	60
UEECD0009	Carry out routine work activities in an energy sector environment	40
UEECD0020	Fix and Secure electrotechnology equipment	20
UEERE0021	Provide basic sustainable energy solutions for energy reduction in residential premises	40
UEECD0021	Identify and select components, accessories and materials for energy sector activities	20
	Work Experience 150 hrs over 2 years	
	Total nominal hours	220

## VET COURSES 2023

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### Events

Certificate III Events		North Metropolitan TAFE
Course Code: SIT30516		Kendrew Crescent JOONDALUP
Time: Monday 4.30pm – 8.30pm (Terms 1&2) & Tuesday 9.00am – 4:30pm Dates : 14 <sup>th</sup> February – 19 <sup>th</sup> September 2023		RTO Code: 52786
National Code	UNIT NAME	Nominal Hrs
<b>BSBWOR203</b>	<b>Work effectively with others</b>	<b>20</b>
<b>SITXCCS006</b>	<b>Provide service to customers</b>	<b>25</b>
<b>SITXCOM002</b>	<b>Show social and cultural sensitivity</b>	<b>20</b>
<b>SITXWHS001</b>	<b>Participate in safe work practices</b>	<b>15</b>
<b>SITEEVT001</b>	<b>Source and use information on the events industry</b>	<b>30</b>
<b>SITEEVT002</b>	<b>Process and monitor event registrations</b>	<b>20</b>
<b>SITEEVT004</b>	<b>Provide event staging support</b>	<b>20</b>
<b>BSBTEC201</b>	<b>Use business software applications</b>	<b>20</b>
<b>BSBITU306</b>	<b>Design and produce business documents</b>	<b>60</b>
<b>SITEEVT003</b>	<b>Coordinate on-site event registrations</b>	<b>40</b>
<b>SITHFAB002</b>	Provide responsible service of alcohol	20
<b>BSBSUS201</b>	<b>Participate in sustainable work practices</b>	<b>10</b>
<b>SITTTSL008</b>	<b>Book supplier products and services</b>	<b>25</b>
	Total Nominal Hours	325

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### Health Services

Certificate IV in Preparation for Health and Nursing Studies	Health Science Hub	
Course Code: 52895WA	Level 1, 100 Stirling Street, Perth	
Time: 9.00am – 3.00pm Dates: 31 <sup>st</sup> January – 19 <sup>th</sup> September 2023	RTO Code: 52806	
National Code	UNIT NAME	Nominal Hrs
BSBTEC301	Design and produce business documents	80
PREASU403	Apply academic skills	40
PREMHS402	Provide information on the fundamental principles of microbiology used in health settings	30
BSBMED301	Interpret and apply medical terminology appropriately	40
PREAPU401	Provide information on human anatomy and physiology	60
PREPHC405	Use fundamentals of physics and chemistry in a health context	35
PREMHA404	Use mathematics in a nursing and health context	45
	Total Nominal Hours	430

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Certificate III Health Services Assistance		Health Science Hub
Course Code: HLT33115		Level 1, 100 Stirling Street, Perth
Time: 9.00am – 3.00pm	RTO Code: 52806	
Dates: 31 <sup>st</sup> January – 19 <sup>th</sup> September 2023		

  

National Code	UNIT NAME	Nominal Hrs
CHCCCS020	Respond effectively to behaviours of concern	15
HLTAID003	Provide First Aid	18
HLTAID001	Provide cardiopulmonary resuscitation	3
CHCCCS012	Prepare and maintain beds	15
CHCDIV001	Work with diverse people	30
HLTWHS006	Manage personal stressors in the work environment	35
CHCMHS001	Work with people with Mental Health Issues	50
HLTAAP001	Recognise healthy body systems	20
HLTINF001	Comply with infection prevention and control policies and procedures	30
HLTWHS001	Participate in workplace health and safety	30
BSBMED301	Interpret and apply medical terminology appropriately	40
BSBWOR301	Organise personal work priorities and development	30
CHCCCS002	Assist with movement	20
HLTHPS001	Take clinical measurements	50
CHCCOM005	Communicate and work in health or community services	30
	Total Nominal Hours	416



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### Fitness

Certificate III in Fitness		
Australian Institute of Fitness		SIS30321
Time: 1 year course 14 <sup>th</sup> February – 19 September 2023		Diamond Fitness Osborne Park RTO 121508
National Code	UNIT NAME	Nominal Hrs
BSBPEF301	Organise personal work priorities	30
HLTAID011	Provide First Aid	18
HLTWHS001	Participate in workplace health and safety	20
SISFFIT032	Complete pre-exercise screening and service orientation	20
SISFFIT033	Complete client fitness assessments	30
SISFFIT035	Plan group exercise sessions	60
SISFFIT036	Instruct group exercise sessions	80
SISFFIT040	Develop and instruct gym-based exercise programs for individual clients	50
SISFFIT047	Use anatomy and physiology knowledge to support safe and effective exercise	100
SISFFIT052	Provide healthy eating information	55
SISXPLD004	Facilitate groups	25
SISXCAI009	Instruct strength and conditioning techniques	60
SISXFAC001	Maintain equipment for activities	5
SISFFIT037	Develop and instruct group movement programs for children	80
BSBOPS304	Deliver and monitor a service to customers	35
	Total hours	668

### Plumbing

Certificate II Plumbing		North Metropolitan TAFE
Course Code: 52887WA		Loxwood Road BALGA
Time: 8:00am – 3.30pm 2nd year of a 2-year program 14 <sup>th</sup> February – 8 <sup>th</sup> August 2023	N Block	RTO Code: 52786  150 hours work experience required over 2 years
National Code	UNIT NAME	Nominal Hrs
CPCPCM2008	Erect and dismantle restricted height scaffolding	16
CPCPCM2039	Carry out interactive workplace communication	10
CPCPDR2025	Install stormwater and sub-soil drainage systems and drain work site	20
CPCPCM2041	Work effectively in the plumbing and services sector	16
CPCPCM2012	Work safely at heights	16
CPCPCM2047	Carry out levelling	6
CPCPCM2055	Work safely on roofs	15
CPCPCM2052	Weld using oxy-acetylene equipment	8
CPCPCM2054	Carry out simple concreting and rendering	16
CPCCWHS1001	Prepare to work safely in the construction industry	6
	150 hours of work placement over the 2 years	
	<b>Total Nominal Hours</b>	<b>129</b>

## VET COURSES 2023

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### WAAPA

Certificate IV Live Production / Technical Services - WAAPA		Western Australian Academy of Performing Arts (WAAPA)
Course Code: CUA40420		2 Bradford Street MT LAWLEY
Time: 9:30am – 3:30pm 1 <sup>st</sup> Year of 2 Year course 14 <sup>th</sup> February – 19 <sup>th</sup> September 2023		RTO Code: 4756
National Code	UNIT NAME	Nominal Hrs
BSBWHS414	Contribute to WHS hazard identification, risk assessment and risk control	40
CPCCWHS1001	Prepare to work safely in the construction industry	6
CUALGT413	Set up and operate lighting cues and effects	30
CUASOU308	Install and disassemble audio equipment	40
CUAPPM421	Contribute to organising productions	50
CUAIND413	Communicate effectively with arts professionals	40
CUASCE301	Paint scenic art elements	120
CUADES301	Explore the use of colour	40
CUAMWB401	Develop and implement self-care plan in the creative industries	45
	Total hours	411

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Certificate IV Live Production / Technical Services		Western Australian Academy of Performing Arts (WAAPA)
Course Code: CUA40420		2 Bradford Street MT LAWLEY
Time: 9.30am – 3.30pm 2 <sup>nd</sup> Year of 2 year course 14 <sup>th</sup> February – 19 <sup>th</sup> September 2023		RTO Code: 4756
National Code	UNIT NAME	Nominal Hrs
CUASTA312	Install staging elements	80
MSTCL2023	Sew components	50
MSTCL2021	Use a sewing machine	30
BSBCRT413	Collaborate in a creative process	45
CUAPPR411	Realise a creative project	55
CUAPRP411	Coordinate props	70
CUASTA411	Operate show control systems	45
CUADES301	Explore the use of colour	40
	Total hours	415

## VET COURSES 2023

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Certificate II in Retail Cosmetics		North Metropolitan TAFE Joondalup (McLarty Campus)	
Course Code: SHB20121		63 McLarty Avenue Joondalup	
Time: 9.00am – 3.30pm 1 year course 14 <sup>th</sup> February – 19 <sup>th</sup> September 2023		RTO Code: 52786	
National Code	UNIT NAME	Nominal Hrs	
SHBBCCS004	Demonstrate retail skin care	25	
SIRXOSM002	Maintain ethical and professional standards when using social media and online platforms	50	
SHBXCCS007	Conduct salon financial transactions	25	
SHBXWHS003	Apply safe hygiene, health and work practices	40	
SHBXIND005	Communicate as part of a salon team	25	
SIRXIND003	Organise personal work requirements	15	
SHBBCCS005	Advise on beauty products and services	25	
SHBBINF002	Maintain infection control standards	75	
SHBBMUP009	Design and apply make-up	40	
SHBXIND003	Comply with organisational requirements within a personal services environment	50	
SHBBRES003	Research and apply beauty industry information	18	
BSBSUS211	Participate in sustainable work practices	10	
SHBBBOS007	Apply cosmetic tanning products	20	
SHBBSKS006	Pierce ear lobes	15	
SHBXCCS008	Provide salon services to clients	30	
	Total hours	463	

### YEAR 10 PROGRAM

Trades Tester Program		North Metropolitan TAFE
3 May – 19 September 2023 8.30am – 2.30pm		RTO Code: 52786
National Code	UNIT NAME	Nominal Hrs
CPCOWHS1001	Prepare to work safely in the construction industry	6
Stonemasonry	2 days includes employability skills	
Bricklaying	3 days includes employability skills	
Plastering	3 days includes employability skills	
Ceiling Fixing	3 days includes employability skills	
Ceramic Tiling	3 days includes employability skills	
Carpentry	3 days includes employability skills	
CFC	Visit to construction futures centre and	
	Enzo Multari	