

MSM30116

CERTIFICATE III

IN PROCESS

MANUFACTURING



OVERVIEW

This qualification reflects the role of individuals to undertake work in a manufacturing work place with a focus on production support. To develop and build a broad range of knowledge and skills to carry out a range of production activities to work safely, quality standards, complete production orders and provide support to the team in New South Wales.

This course can be delivered in a flexible program of classroom training and self-paced learning activities.

QUALIFICATION CONTENT

There are twenty-one (21) units of competency to complete, comprising of four (4) core units and seventeen (17) elective units of competency. Please see the next page for further information. Please see the next page for our standard MSM30116 Certificate III in Process Manufacturing.

Keep in mind, one of our ARC representatives will be happy to discuss unit selection, recognition of prior learning and credit transfer.

Entry Requirements:

There are no entry requirements for this qualification. Students will be required to provide their USI and undergo a language, literacy and numeracy test.

ARC Training has policies, procedures and information to help create a working and learning environment that is safe and healthy, culturally diverse, friendly and non-discriminatory.

Pathways

On completion of this qualification you may wish to further your education by enrolling in any of the following qualifications:

- TLI31616 - Certificate III in Warehousing Operations
- BSB40215 - Certificate IV in Business

Where will the training take place?

Training and Assessment will take place:

Classroom: Training and assessment takes place in a classroom and involves discussions and presentations.

Self-directed learning: Further study and assessment activities are done by participants in their own time.

Assessment: The methods in which students are assessed may include written questions, projects, employer / supervisor reports, on-the-job demonstrations and observations.

What ARC Training provides?

We provide learning materials, assessment tools and a qualified trainer and assessor.

How long will the program run?

Students have up to 24 months to complete the course.

Possible job roles

- Production assistant
- Process operator

How much will it cost?

Funded Training: funding may be available for eligible participants under the NSW Smart and Skilled Program.

To be eligible for a subsidised place, you must be:

- an Australian Citizen, Australian Permanent Resident, Humanitarian Visa Holder or NZ Citizen
- 15 years old or over
- Living or working in NSW
- No longer be at school or equivalent.

This training is subsidised by the NSW Government.

Total student fee:

Exemption \$0 Concession \$240
First Qualification \$2,680
Subsequent Qualification \$3,220

MSM30116 CERTIFICATE III IN PROCESS MANUFACTURING

01

CORE

| | |
|------------------|-----------------------------------------------------------|
| MSMENV272 | Participate in environmentally sustainable work practices |
| MSS402051 | Apply quality standards |
| MSMWHS200 | Work safely |
| MSMSUP210 | Process and record information |

02

ELECTIVE

| | |
|---------------------|-----------------------------------------------------|
| MSMSUP309 | Maintain and organise workplace records |
| MSMSUP330 | Develop and adjust a production schedule |
| MEM11005B | Pick and process order |
| MEM11006B | Perform production packaging |
| MEM11007B | Administer inventory procedures |
| PMBHAN103 | Shift materials safely by hand |
| MSMSUP101 | Clean workplace or equipment |
| MSMOPS102 | Perform tasks to support production |
| MSMSUP106 | Work in a team |
| MEM16006A | Organise and communicate information |
| MSMWHS100 | Follow WHS procedures |
| MSMWHS110 | Follow emergency response procedures |
| MSMWHS205 | Control minor incidents |
| MSMSUP102 | Communicate in the workplace |
| TLIL1001 | Complete workplace orientation/induction procedures |
| TLIE2008 | Process workplace documentation |
| MSAPMSUP201A | Receive or despatch goods |

Please note: electives may change, depending on organisational and student needs.

Why participate in training?

- ☑ To receive a nationally recognised qualification.
- ☑ To further develop your career.
- ☑ To formalise your skills and knowledge.
- ☑ To learn to perform your job easier and better.

Learning Support

Students to have access to a Trainer/Assessor and the Student Services team to provide course and assessment support.