

## ABOUT APTC

APTC is a centre for training excellence providing Australian standard qualifications in various vocational areas. APTC programs are delivered by highly regarded, qualified trainers and are relevant and aligned with current and future career opportunities for graduates – careers where skilled employees are in high demand. As Australia's flagship technical and vocational education and training investment in the region, APTC serves ten countries: Fiji, Samoa, Vanuatu, Papua New Guinea, Solomon Islands, Timor-Leste, Nauru, Tuvalu, Tonga and Kiribati.

## APPLICATION PROCESS

Apply by completing the online application form [www.aptc.edu.au/courses/applying-for-a-course](http://www.aptc.edu.au/courses/applying-for-a-course) You will need a valid email address to register an account. For other application options you can download, complete and submit the application forms to APTC through:

**Email:** [enquiries@aptc.edu.au](mailto:enquiries@aptc.edu.au)

**Post:** APTC Regional Head Office, PO Box 14319, Suva, Fiji

**Person:** Deliver to your local APTC Office.

## FOR ENQUIRIES PLEASE CONTACT:

### APTC Fiji

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### APTC Timor-Leste

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# SIT30616 Certificate III in Hospitality

## COURSE OVERVIEW

SIT30616 Certificate III in Hospitality reflects the role of skilled staff who use a range of well-developed hospitality skills focused on food and beverage.

This qualification provides a pathway to work in organisations such as resorts, restaurants, hotels, motels, clubs, and cafes.

Possible career opportunities for graduates include:

- espresso coffee machine operator
- food and beverage attendant
- front desk receptionist
- function attendant
- function host
- gaming attendant
- housekeeper
- restaurant host
- senior bar attendant
- waiter

## COURSE DELIVERY

**Location:** PNG and Samoa.

**Duration:** Course duration is 22 weeks full time including one-week mid-semester break. Students will attend classes for a minimum of 5 days per week. Additional out-of-hours study time will be required.

**Delivery Mode:** Face-to-face and work placement. Training will be delivered in English and incorporates language, literacy, and numeracy (LLN) support.

**Course Fees:** The course fees are PGK 6,500/ WST 2,800. The fee includes personal protective equipment, stationery and uniform.

*The Australian Government subsidises the cost of the course including materials and consumables.*

Course fees are subject to change without prior notification.

For current fees visit: <https://www.aptc.edu.au/courses/course-fees>

### Entry Requirements:

- ✓ Citizen of a Pacific Island Forum country
- ✓ Have significant prior industry experience (more than one year) in the area in which they wish to train or have a local qualification and limited relevant industry experience (up to one year) in the area in which they wish to train
- ✓ Complete the Language, Literacy and Numeracy Assessment and Vocational Knowledge Assessment

Applicants may apply for recognition of prior learning. For further information visit: <https://www.aptc.edu.au/students/recognition-of-prior-learning>.

*\*Courses offered, course dates and fees may vary depending on student and industry demand.*

## COURSE CONTENT

The SIT30616 Certificate III in Hospitality will cover the following units of competency:

| Unit Code         | Unit Title  |
|-------------------|---|
| <b>BSBWOR203</b>  | <b>Work effectively with others</b>                           |
| <b>SITHIND002</b> | <b>Source and use information on the hospitality industry</b> |
| <b>SITHIND004</b> | <b>Work effectively in hospitality service</b>                |
| <b>SITXCCS006</b> | <b>Provide service to customers</b>                           |
| <b>SITXCOM002</b> | <b>Show social and cultural sensitivity</b>                   |
| <b>SITXHRM001</b> | <b>Coach others in job skills</b>                             |
| <b>SITXWHS001</b> | <b>Participate in safe work practices</b>                     |
| SITHFAB004        | Prepare and serve non-alcoholic beverages                     |
| SITHFAB010        | Prepare and serve cocktails                                   |
| SITHFAB003        | Operate a bar   |
| SITHFAB007        | Serve food and beverage                                       |
| SITHFAB005        | Prepare and serve espresso coffee                             |
| SITXFIN001        | Process financial transactions                                |
| SITXFSA001        | Use hygienic practices for food safety                        |
| SITHFAB002        | Provide responsible service of alcohol                        |

*\***Bold Font** indicates core units; Standard font indicates electives; 7 core plus 8 electives units*

### Vocational Placement:

*As part of this qualification you are required to provide hospitality service to customers for a minimum of 36 complete service periods (shifts). This will be organised by APTC and these hours are to be completed within our live training restaurant and the hospitality industry. This is an opportunity for students to practice the skills and knowledge learnt in a supported environment.*

*You may be required to work a combination of morning, lunch, afternoon and dinner shifts to complete these vocational placement shifts. Completing placement is compulsory, and you will be expected to manage family and work commitments in order to complete your shifts.*

*Graduates of this course will receive an internationally recognised Australian Qualification issued through TAFE Queensland (RTO 0275).*