



International College of
Excellence Pty Ltd



SIT40416

CERTIFICATE IV IN HOSPITALITY

RTO CODE 41390

ABN 74 606 606 231

phone: 1300 420 199

www.icoe.edu.au



NATIONALLY RECOGNISED
TRAINING

This qualification reflects the role of skilled operators who use a broad range of hospitality service, sales or operational skills combined with supervisory skills and sound knowledge of industry operations to plan, monitor and evaluate the work of team members. They operate independently or with limited guidance from others, and use discretion to solve non-routine problems.



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Certificate IV in Hospitality

SIT40416

RECOGNITION OF PRIOR LEARNING

Students can apply for Recognition of Prior Learning (RPL) for this qualification, and all students will be offered this option upon enrolment into the course. Please talk to one of our support officers for further information.

ENTRY REQUIREMENTS

This is an entry level course and no previous skills or experience are necessary. However, entrants must:

- Have successfully completed the Language, Literacy and Numeracy (LLN) test. The purpose of the LLN test is to ensure that you have the LLN skills needed to undertake your course. It will also show how we can assist you in any areas where you may need help while studying with us.
- Have sufficient level of English proficiency in order to interact with and document client interactions, interpret documents, learner guides and assessment tools, prepare written reports and plans. Good communication and interpersonal skills in order to establish and manage professional networks and client relationships with clients of various ages and backgrounds.
- Be at least 18 years of age.

PACKAGING RULES

To achieve a SIT40416 Certificate IV in Hospitality, a total of 21 units must be completed. **9 core units plus 12 elective units.**

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.

VOCATIONAL OUTCOME

Possible job titles include:

- *Bar supervisor or team leader*
- *Concierge*
- *Duty manager*
- *Food and beverage supervisor or team leader*
- *Front office supervisor or team leader*
- *Housekeeping supervisor or team leader*
- *Gaming supervisor or team leader*
- *Shift manager*

COURSE CODE SIT40416

TOTAL NUMBER OF UNITS	<u>21 Units</u>
	· 9 Core Units
	· 12 Elective Units

COURSE FEE \$ 4,900

DURATION This course will be delivered over 26 weeks.

***RTO Administration Fee = \$150**

OUR ADDRESS

Ground Floor, 83-85 Chandos Street
St Leonards, NSW 2065



Source: googlemap.com

CONTACT US
1 300 420 199

VISIT US
www.icoe.edu.au

DISCLAIMER

- International College of Excellence Pty Ltd does **NOT** guarantee that:
- A Learner will successfully complete the course. This is subject to completing all the required units of competency.
 - A Learner will obtain an employment outcome as this is outside the control of International College Of Excellence Pty Ltd
 - A Learner will obtain a qualification or a statement of attainment without successfully completing the assessment

* The RTO administration fee contributes to the running costs of maintaining RTO registration to enable your government accredited certificate to be issued. This includes RTO registration fees, administration costs, compliance and audit costs, student records and financial administration.

CODE	TITLE	CORE/ELECTIVE
BSBDIV501	Manage diversity in the workplace	Core
SITHIND004	Work effectively in hospitality service	Core
SITXCCS007	Enhance customer service experiences	Core
SITX-COM005	Manage conflict	Core
SITXFIN003	Manage finances within a budget	Core
SITXHRM001	Coach others in job skills	Core
SITXHRM003	Lead and manage people	Core
SITXMGT001	Monitor work operations	Core
SITXWHS003	Implement and monitor work health and safety practices	Core
SITXHRM002	Roster staff	Elective
SITXFSA001	Use hygienic practices for food safety	Elective
SITHFAB002	Provide responsible service of alcohol	Elective
HLTAID003	Provide first aid	Elective
SITXFSA002	Participate in safe food handling practices	Elective
BSBFIA401	Prepare Financial Reports	Elective
BSBITU306	Design and produce business documents	Elective
SITEEVT005	Plan in-house events or functions	Elective
SITHACS008	Provide accommodation reception services	Elective
SITHFAB005	Prepare and serve espresso coffee	Elective
SITXWHS002	Identify hazards, assess and control safety risks	Elective
SITHFAB004	Prepare and serve non-alcoholic beverages	Elective