

# CERTIFICATE III in DRIVING OPERATIONS

## WHAT IS THIS TRAINEESHIP ABOUT?

**TLI31216 - Certificate III in Driving Operations** is designed for those engaged in driving operation job roles within the Transport and Logistics Industry. It involves a defined range of skilled operations, usually within a range of broader related activities involving known routines, methods and procedures, with some discretion and judgement in selecting equipment, services or contingency measures and within known time constraints.

To obtain this qualification you will require:

- ❖ 6 core units of competency
- ❖ 12 elective units (3 elective may be substituted from a relevant endorsed Training Package)

The selection of typical traineeship units is presented below.

Unit	Title	Delivery Mode	RPL Available
<b>Core Units – 6 units required</b>			
TLID1001	Shift materials safely using manual handling methods	Workplace	✓
TLIE1005	Carry out basic workplace calculations	Local class / workplace	✓
TLIF1001	Follow work health and safety procedures	Local class / workplace	✓
TLIF2010	Apply fatigue management strategies	Local class / workplace	✓
TLIH2001	Interpret road maps and navigate pre-determined routes	Workplace	✓
TLIL1001	Complete workplace orientation/induction procedures	Workplace	✓
<b>Elective Units – 12 units required</b>			
TLIC3005	Drive heavy combination vehicle	Local class / workplace	✓
TLIA1001	Secure cargo	Workplace	✓
TLIB2004	Carry out vehicle inspection	Workplace	✓
TLID2004	Load and unload goods/cargo	Workplace	✓
TLIE2008	Process workplace documentation	Workplace	✓
TLIF0001	Apply chain of responsibility legislation, regulations and workplace procedures	Local class	✓
TLIA3015	Complete receipt/despatch documentation	Workplace	✓
TLIB2003	Carry out vehicle servicing and maintenance	Workplace	✓
TLIB2008	Carry out inspection of trailers	Workplace	✓
TLIE3002	Estimate/calculate mass, area and quantify dimensions	Workplace	✓
TLIF2018	Operate firefighting equipment	Local class / workplace	✓
TLIH3002	Plan and navigate routes	Workplace	✓

## HOW IS THE COURSE MADE AVAILABLE?

The course is open for facilitated delivery by Australian Training Management Pty Ltd to both private individuals and corporate groups. It is made available to corporate clients through delivery by your internal trainers by arrangement under an RTO Partnering agreement.

### Traineeship Pathways

Persons who are employed either full time or on a permanent part-time basis for a minimum of 20 hours per week can apply for this traineeship.

### **Available Funding and Incentives**

Funding is available under the state based User Choice program. To take advantage of this funding employers should enrol new employees who have been employed for not more than 3 months under User Choice. Employees who have been employed for more than 3 months are classified as 'existing workers'. Employers can receive payroll tax exemptions for eligible new employee trainees.

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### Recognition of Prior Learning and Mutual Recognition

Recognition of Prior Learning (RPL) is also available to all trainees. RPL recognises skills and competency developed through work and life experiences. In addition to RPL, Australian Training Management Pty Ltd recognises the AQF Qualifications and/ or Statements of Attainment issued by any other Registered Training Organisation.

### **HOW DO I APPLY FOR THE TRAINEESHIP AND WHEN CAN I START?**

Please contact Australian Training Management Pty Ltd for further information. Alternatively you should contact your nearest Australian Apprenticeship Support Network (AASN) or go to

<https://www.australianapprenticeships.gov.au/find-my-aasn/full-list>

### Individual Units

The majority of these units are available as 'stand alone' or 'short' courses. Please contact Australian Training Management Pty Ltd for more information and pricing.

### **FUNDING**

This traineeship program is eligible for funding to approved applicants through:

- ❖ Future Skills WA

**FutureSkillsWA**  
Training for tomorrow's opportunities

### **WHAT ARE THE REQUIREMENTS FOR ENTERING THE COURSE?**

There are no mandatory minimum entry requirements for Core or Elective units.

### **ACADEMIC AWARD**

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### **RECOGNITION**

Your qualifications will be recognised nationally.

### **FEES AND CHARGES**

Please contact Australian Training Management Pty Ltd for a quotation for your individual traineeship unit selection.

### **Refunds and Appeals**

Refunds	Not applicable to funded traineeships.
Appeals	Assessment decisions can be appealed.

### **WHERE TO FROM HERE?**

Persons wishing to progress may wish to consider completing the following qualification:

- ❖ TLI31216 - Certificate III in Driving Operations