

South Regional TAFE Manjimup Campus

Short Courses – Semester Two 2018

TLILIC2001 - Licence to operate a forklift

This course is run over 2 days from 9:00am to 4:30pm on the following dates:

Thursday 19th & Friday 20th July 2018
Thursday 30th & Friday 31st August 2018
Thursday 13th & Friday 14th September 2018
Thursday 25th & Friday 26th October 2018
Thursday 8th & Friday 9th November 2018
Thursday 6th & Friday 7th December 2018

This course is relevant for anyone wishing to obtain the Nationally Recognised High Risk Work Licence to Operate a Forklift. Minimum age to participate in this course is 18 years of age.

Traffic Management Accreditation

RIIWS302 - Implement traffic management plan / RIIWS302 - Control traffic with a stop/slow bat / RIICOM201 - Communicate in the workplace / RIIWS201 - Work safely and follow WHS policies and procedures

This course is run over 3 days from 9:00am to 4:30pm on the following dates: Tuesday 18th, Wednesday 19th & Thursday 20th September 2018.

This course will provide participants with the knowledge and skills required to be able to safely control traffic with a stop/slow bat in accordance with Main Roads WA requirements and implement basic traffic management plans for works on roads.

Traffic Refresher Course

RIICM201 - Communicate in the workplace / RIIWS201D - Work safely and follow WHS policies and procedures

Express your interest for this one day refresher course. This course will update your knowledge and skills in Traffic Control and Basic Worksite Traffic Management. Traffic controllers are required to renew their MRWA accreditation after three years of certification.

AHCMOM212 - Operate quad bikes

This one day course is run from 8:30am to 3:00pm on the following date:

Tuesday 30th October 2018

This course will take you through the process of maintaining and operating quad bikes (four wheeled).

Hospitality Barista

SITXFSA001 - Use hygienic practices for food safety / SITHFAB005 - Prepare and serve espresso coffee

This workshop will be held over 3 evenings from 5:30pm to 8:30pm on the following dates: Wednesday 26th, Thursday 27th and Friday 28th September 2018. This short course will help participants gain the skills needed to work as a professional barista or to simply be able to create an awesome cup of coffee at home or in the office.

Load Restraint

TLID2004 - Load and unload goods/cargo

Please express your interest for this one day course. If you are a heavy vehicle driver and part of your job role is to transport loads from one destination to another, then this course is designed and aimed at ensuring you have a clear understanding that the load you are transporting is safe and secure while in transit.

Chainsaws

AHCMOM213 - Operate and maintain chainsaws / AHCWHS201 - Participate in work health and safety processes

This one day course is run from 8:30am to 4:30pm on the following dates:

Thursday 26th July 2018
Thursday 20th September 2018
Thursday 29th November 2018

This course covers the process of: maintaining, preparing and operating hand-held chainsaws.

AHCMOM202 - Operate tractors

This one day course is run from 9:00am to 3:00pm on the following date:

Friday 26th October 2018

This course will take you through the process of operating tractors with or without attached equipment.

RIIWS204D - Work safely at heights

This one day course is run from 8:30am to 4:30pm on the following date:

Monday 10th September 2018

This is an essential one day course to equip you with the skills and knowledge required to minimise the risks associated with working heights.



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AusChem Accreditation

AHCCHM303 - Prepare and apply chemicals / AHCCHM304 - Transport and store chemicals

This course is run over 2 days from 9:00am to 4:30pm on the following dates:

Thursday 6th & Friday 7th September 2018

Thursday 8th & Friday 9th November 2018

This 2 day course is intended for those working with chemicals and gaining AusChem WA accreditation.

AusChem Re-Accreditation

AHCCHM401 - Develop procedures to minimise risks in the use of chemicals

This one day course is run from 9:00am to 4:30pm on the following date:

Thursday 22nd November 2018.

This one-day course is an essential update for primary producers in all aspects of chemical use and is designed to maintain AusChem WA accreditation.

Using Chemicals Safely in the Workplace

AHCCHM101 - Follow basic chemical safety rules

This one day course is run from 9:00am to 2:30pm on the following date:

Friday 23rd November 2018

This AusChem Training WA course is suitable for workers who use hazardous substances and dangerous goods in their job.

TLILIC2005 - Licence to operate a boom-type elevating work platform

This course is run over 2 days from 8:30am to 4:30pm on the following dates:

Wednesday 1st & Thursday 2nd August 2018.

This course will provide you with the knowledge and skills required to operate a boom-type elevating work platform (boom length 11 metres or more) safely and to obtain a National WP licence.

RIIWHS202D - Enter and work in confined spaces

This course is run over 1 day from 8:30am to 4:30pm on the following date:

Monday 8th October 2018

This course highlights the risks associated with working in confined spaces and assists participants to understand the requirements of the Australian Standard regulating confined space work.

MYOB Training Package

BSBFIA303 - Process accounts payable and receivable / BSBFIA302 - Process payroll

Please express your interest for this course and enquire for the current delivery timetable. Learn how to

manage your business accounts payable and receivable as well as how to process payroll.

HLTAID001 - Provide cardiopulmonary resuscitation (CPR refresher)

This half day course is run from 8:30am to 12:00pm on the following dates:

Friday 3rd August 2018

Friday 14th September 2018

Friday 16th November 2018

Refresh your skills and knowledge required to perform cardiopulmonary resuscitation (CPR) in line with the Australian Resuscitation Council Guidelines.

HLTAID003 - Provide first aid

This one day course is run from 8:30am to 4:30pm on the following dates:

Friday 3rd August 2018

Friday 14th September 2018

Friday 16th November 2018

This course covers a broad range of topics to enable participants to confidently manage emergency situations and provide a first aid response to a casualty.

HLTAID004 - Provide an emergency first aid response in an education and care setting (Childcare first aid)

This one day course is run from 8:30am to 4:30pm on the following dates:

Friday 3rd August 2018

Friday 14th September 2018

Friday 16th November 2018

This course covers a broad range of topics to enable participants to confidently manage emergency situations and provide a first aid response to a casualty, including asthma and anaphylaxis.

CPCCWHS1001 - Prepare to work safely in the construction industry (White card)

This one day course is run from 8:30am to 2:00pm on the following date:

Tuesday 28th August 2018

To enter a building site in Australia it is a requirement to hold a current General Induction card (White Card). All people who wish to enter, and/or work on construction sites should complete this training.

Computing Excell Workshops

BSBITU202 - Create and use spreadsheets

BSBITU304 - Produce spreadsheets

BSBITU402 - Develop and use complex spreadsheets

Please express your interest for this course and enquire for the current delivery timetable. Take your Excel skills to the next level over a series of basic, intermediate and advanced workshops.