

# TLI31216 CERTIFICATE III IN DRIVING OPERATIONS

Certificate III in Driving Operations provides a general vocational outcome in the transport and logistics industry. This qualification 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.

Job roles vary across different industry sectors and may include:

- Agitator Driver
- Bus Driver
- Local Heavy General Freight Driver
- Line Haul Driver
- Pilot Vehicle Driver
- Tip Truck Driver

With a wide variety of units on scope, Martyr Training Services can deliver specialty training that meets the unique training needs of each student. Subject to the sector of your workplace, activities may include:

- Driving heavy vehicles
- Safely shifting materials
- Fatigue management
- Communication between vehicles

## **COURSE REQUIREMENTS**

To achieve this qualification, competency must be demonstrated in:

- 18 units of competency, made up of:
  - 6 core units, plus
  - 12 elective units

There are no entry requirements for this qualification.

No licensing, legislative or certification requirements apply to this qualification at the time of publication.

## ELIGIBILITY CRITERIA

- Students in years 10-12 may apply
- The minimum age for a traineeship that is not school-based is 16 years of age
- While undertaking training, trainees will be required to work outside in the field, trainees must be capable of working with minimal supervision on a wide range of farming practices
- Compliance with occupational health and safety practices, including the use of personal protective equipment, is compulsory

You will need to have attributes appropriate to the demands of the industry, including:

- A passion for farming and enthusiasm to learn more
- A strong work ethic and ability to manage some heavy work
- A capacity to work both unsupervised and as part of a team
- Honesty, self-motivation, and a drive to improve

## COURSE DURATION

- Approximately two years, during which you will be employed
- A competency-based assessment may reduce the time required to qualify

## INCENTIVES

Payable to employer at 6-month enrolment date	\$1 500
Payable to employer on completion of traineeship	\$1 500

Employers should confirm total incentives with AASN at time of sign up

## TRAVEL AND ACCOMMODATION

In addition to this charge, the trainer and assessor may issue an expense for travel and accommodation if it cannot be provided by the hosting property

## STUDENT CONTRIBUTION FEES

Student contribution fees are the non-government financial contribution paid to Martyr Training Services. Student contribution fees under the **User Choice program** are set at **\$1.60** per nominal hour for each module (to be calculated at the commencement of the unit). This fee may be paid on behalf of the student by their employer or third party unrelated to Martyr Training Services. It cannot be paid or waived by Martyr Training Services.

A sample fee schedule is at the end of this document. Please refer to our website for more information.

### PARTIAL EXEMPTION – TUITION FEES

Martyr Training Services must charge **40%** of the student contribution fee where the participant:

- Was or will be under 17 years of age at the end of February in the year in which Martyr Training Services provides training, and the participant is not at school and has not completed year 12,
- Holds a Health Care Card or Pensioner Concession Card issued under Commonwealth law or is the partner or a dependant of a person who holds a Health Care Card or Pensioner Concession Card, and is named on the card,
- Issues Martyr Training Services with an official form under Commonwealth law confirming that the participant, his or her partner or the person of whom the participant is a dependant, is entitled to concessions under a Health Care Card or Pensioner Concession Card, or
- Is an Aboriginal or Torres Strait Islander person. Acceptable evidence is as stated on the Training Contract and AVETMISS VET Enrolment Form.

### FULL EXEMPTION – TUITION FEES

The PQS may apply full exemption from the student contribution fee where the participant falls into one or more of the following exemption categories. Where payment of the student contribution fee would cause extreme financial hardship, then Martyr Training Services may waive these fees

The fee waiver process should be in place at the time of the participant's enrolment. Martyr Training Services has a reasonable internal process to manage an appeal about the outcome of an application under financial hardship.

Martyr Training Services must apply for full exemption from the student contribution fee where the participant falls into one or more of the following exemption categories:

- Where credit transfer/national recognition has been applied to a unit of competency/module
- The participant is a school-based apprentice or trainee
- The participant is undertaking a qualification as part of the Skilling Queenslanders for Work – Work Skills Traineeship program

## UNITS

An asterisk (\*) next to the unit code indicates that there are prerequisite requirements which must be met when packaging the qualification.

### CORE UNITS

TLID1001	Shift materials safely using manual handling methods
TLIE1005	Carry out basic workplace calculations
TLIF1001	Follow work health and safety procedures
TLIF2010	Apply fatigue management strategies
TLIH2001	Interpret road maps and navigate pre-determined routes
TLIL1001	Complete workplace orientation/induction procedures

### LICENCING UNITS

TLIC1051	Operate commercial vehicle (10 x \$80 lessons)
TLIC3004	Drive heavy rigid vehicle (5 x \$170 lessons)

### GROUP A

TLIA1001	Secure cargo
TLIB0002	Carry out vehicle inspection
TLID2004	Load and unload goods/cargo
TLIE0002	Process workplace documentation
TLIF0009	Ensure the safety of transport activities (Chain of Responsibility)
TLIA1001	Secure cargo
TLIB0002	Carry out vehicle inspection

### ELEVATIVE UNITS

TLIB2008	Carry out inspection of trailers
TLIB2022	Diagnose and rectify minor faults
TLIC2025	Operate four wheel drive vehicle
TLID2003	Handle dangerous goods/hazardous substances
TLID2016	Load and unload explosives and dangerous goods
TLID3015	Identify and label explosives/dangerous goods
TLID3027	Prepare for transport of dangerous goods
TLIE1003	Participate in basic workplace communication
TLIE2007	Use communications systems
TLIE3002	Estimate/calculate mass, area and quantify dimensions
TLIE3004	Prepare workplace documents
TLIF2006	Apply accident-emergency procedures
TLIF2018	Operate firefighting equipment
TLIF3091	Apply awareness of dangerous goods and hazardous materials requirements
TLIG2007	Work in a socially diverse environment

## **ELECTIVE UNITS *CONTINUED***

TLIH3002	Plan and navigate routes
TLIH3004	Identify major roads, services and attractions
TLII1002	Apply customer service skills
TLIJ2001	Apply quality procedures
TLIL2008	Complete routine administrative tasks
TLIL2060	Complete induction to the transport industry
TLIU1009	Monitor plant and equipment in an environmentally sustainable manner

## **IMPORTED UNITS**

BSBCUS301	Deliver and monitor a service to customers
BSBWOR301	Organise personal work priorities and development
HLTAID001	Provide cardiopulmonary resuscitation
RIIERR201E	Conduct fire team operations
RIIERR205D	Apply initial response First Aid
TLIA3004	Process receipt and delivery of containers and cargo
TLIA3015	Complete receipt/despatch documentation
TLIA3016	Use inventory systems to organise stock control
TLIA3017	Identify products and store to specifications
TLIA3018	Organise despatch operations
TLIA3019	Organise receipt operations
TLIA3024	Organise warehouse records operations
TLIA3038	Control and order stock
TLIA3039	Receive and store stock
TLID2010	Operate a forklift
TLIE3012	Consolidate manifest documentation
TLIF0001	Apply chain of responsibility legislation, regulations and workplace procedures
TLIF0002	Administer chain of responsibility policies and procedures
TLIF3022	Implement/monitor procedures when warehousing/storing dangerous goods/substances
TLIG3002	Lead a work team or group
TLILIC0003	Licence to operate a forklift truck
TLILIC0004	Licence to operate an order picking forklift truck
TLIM4004	Mentor individuals or small groups
TLIU2012	Participate in environmentally sustainable work practices
TLIU3011	Implement and monitor environmentally sustainable work practices

## APPENDIX A

### EXAMPLE OF CONTRIBUTION FEE

UNIT CODE	UNIT NAME	FUNDED HRS	PER UNIT \$
ACMEQU202	Handle horses safely	100	160.00
ACMEQU205	Apply knowledge of horse behaviour	60	96.00
ACMEQU206	Perform horse riding skills at walk, trot and canter	60	96.00
AHCINF202	Install, maintain and repair farm fencing	30	48.00
AHCINF203	Maintain properties and structures	30	48.00
AHCLSK205	Handle livestock using basic techniques	30	48.00
AHCLSK206	Identify and mark livestock	20	32.00
AHCLSK207	Load and unload livestock	20	32.00
AHCLSK209	Monitor water supplies	20	32.00
AHCLSK210	Muster and move livestock	25	40.00
AHCLSK211	Provide feed for livestock	30	48.00
AHCLSK218	Ride educated horses to carry out basic stock work	50	80.00
AHCLSK325	Castrate livestock	20	32.00
AHCMOM201	Operate two wheel motorbikes	30	48.00
AHCMOM205	Operate vehicles	20	32.00
AHCWHS201	Participate in work health and safety processes	20	32.00
AHCWRK204	Work effectively in the industry	20	32.00
AHCWRK209	Participate in environmentally sustainable work practices	20	32.00
			<b>Total</b>
			968.00