



2024-25 COURSE GUIDE

Learn. Grow. Succeed

CTC Careers
Training
Centre

Tourism | Hospitality | Exhibited Animals

Table of Contents

Welcome.....	3	SIT40122 Certificate IV in Travel and Tourism.....	12
Careers Training Centre.....	4	Hospitality.....	13
Distance Education.....	4	Hospitality Career Map.....	14
Short Courses.....	5	SIT20322 Certificate II in Hospitality.....	15
Study Information.....	6	SIT30622 Certificate III in Hospitality.....	16
Career Map.....	7	Exhibited Animals.....	17
Tourism.....	8	ACM30321 Certificate III in Wildlife & Exhibited Animal Care...	18
Tourism Career Map.....	9	Enrolment Process.....	19
SIT20122 Certificate II in Tourism.....	10	Careers Training Centre Contact Details	20
SIT30122 Certificate III in Tourism.....	11		



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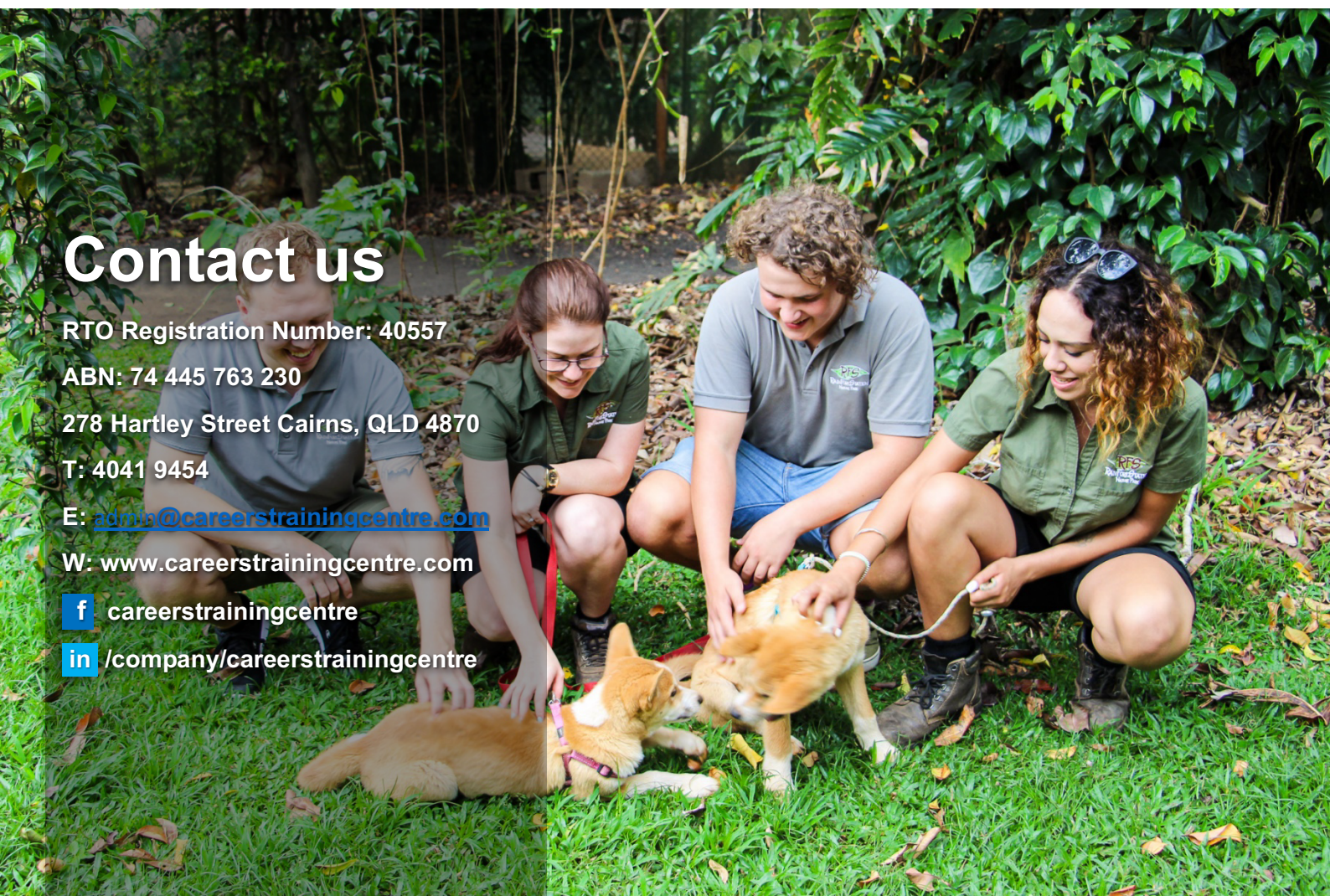
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WELCOME

Welcome to the Careers Training Centre.

The Woodward Family CaPTA Group started in hospitality in 1976, over forty years ago.

Since then, we have expanded into many different attractions, coach companies and other tourism related activities.

We have always recognised the need for high quality, relevant training as having motivated staff with high skills sets is not only better for the customers but also gives increased job satisfaction to the staff themselves.



We are sure that you will find the course interesting and rewarding and we hope you achieve the outcome you desire.

Michael Woodward

Chief Executive Officer, Careers Training Centre

The Woodward Family
CaPTA
group

LEARN

We provide a supportive environment to learn in.

We customise our training to suit your needs.

Our trainers are skilled in the industry, and have a minimum of 5 years' experience at management level.

GROW

We provide you with options for practical work placements within the CaPTA Group businesses, as well as, industries across Queensland.

We develop your skills and knowledge to prepare you for the industry.

We are results oriented.

SUCCEED

We encourage you to apply for any job vacancies at one of our parks after your training.

We provide you with skills for life.

Our trainers provide you with industry knowledge to prepare you for your career.

We endeavour to help you achieve relevant outcomes.

CAREERS TRAINING CENTRE

About Us

Careers Training Centre operates as part of the Woodward Family CaPTA Group of companies which includes highly successful tourist operations in and around Cairns and Far North Queensland:

- ABC Sales & Maintenance
- Rainforestation Nature Park
- Australian Butterfly Sanctuary
- Wildlife Habitat Port Douglas
- Cairns Koalas & Creatures
- Tropic Wings Cairns Tours & Charters

We offer nationally recognised courses in Exhibited Animals, Hospitality and Tourism. These courses are innovative and rewarding and students are encouraged to reach their maximum potential. This is achieved through the specifically designed course content which provides students with the opportunity for practical, creative and technical advancement. Change begins here, so go for it.

Our Trainers work in the industries they teach and have a minimum 5 years of experience at management level. They strive to provide a friendly and supportive environment for all who train with Careers Training Centre.

Our Training

Careers Training Centre is a unique training organisation as we provide students with flexibility, their own starting dates and continuous support services. We train our students face-to-face and via a Learning Management System as well as offering vocational work placements at one of the CaPTA Group parks, or other participating businesses across Australia.

Our trainers strive to deliver relevant training that not only provide students with industry knowledge, but experience as well. Our trainers are dedicated to ensuring students make the most out of their course and are prepared for employment.

Distance Education

Distance education is offered at Careers Training Centre, as we are dedicated to supporting your needs. Distance education allows you to study even though you do not live in Cairns. Instead of face-to-face classes, you will participate in online means via a Learning Management System. As part of distance education, we offer:

- ✓ Learning and assessment via online Learning Management System
- ✓ Online and video tutorials
- ✓ Online access to learning resources
- ✓ Tutorials available via Zoom, Teams or phone
- ✓ Practical evidence can be assessed using video submissions, Zoom or Teams



SHORT COURSES

Careers Training Centre provide the options for students to complete a short course. You can choose from the short courses we have created or make your own! We recommend a short course to anyone that is not interested in completing a whole certificate but are interested in learning about a particular topic and/or gaining a specific qualification.

Short courses can either be accredited or non-accredited, which means that if you complete an accredited short course, the course will be nationally recognised, where the non-accredited short course would not.

How to Create a Short Course

1

Think about what you want to learn.

Are you interested in gaining some knowledge about your industry to perform your job better? Or are you interested in getting extra skills to get a job?

2

Are you interested in the short courses that we have created?

- CaPTAv8 with attitude
- Workplace Health and Safety
- Leaders who CaPTAv8
- Food Hygiene

3

Look through the units in our qualifications.

Browse through the units in the qualifications that we offer in Tourism, Hospitality and Exhibited Animals. You may find some units that you are interested in learning about - or that are required to perform a job - or are you interested in getting extra skills to get a job?

4

Like what you see? Discuss options with our trainers.

Contact us to get in touch with our trainers and discuss the options available for you. Trainers will assist you throughout the process of creating your short course.

5

Put the short course together!

Once you have discussed options with the trainers you can create your short course and begin training when it suits you!

STUDY INFORMATION

Recognition of Prior Learning (RPL)

The objective of the Recognition of Prior Learning (RPL) for the Vocational Education and Training system is ensure that an individual's recent prior learning achieved through formal and informal training, work experience or other life experiences is appropriately recognised. It is important to note that the training, and/or experience, must be recent and identified before the commencement of training.

RPL assessment collects evidence of learning that has occurred outside the formal education and training system. The RPL process is a more personal process involving the assessor collecting recent evidence and aligning the evidence to the requirements of the accredited course or training package qualification.

This alignment process is used to document the way the evidence meets the requirements of the training package or accredited course. The nature of RPL assessment means that assessors may be presented with a wide range of evidence to consider. It is not enough for an assessor to determine that the evidence presented meets the requirements of the qualification or accredited course. It must be clearly documented how that determination was made.

RPL cannot be attained once training has commenced.

Credit Transfer

If you have completed an accredited qualification or recognised units of study with a Registered Training organisation you may be eligible for a credit transfer. Trainers will need to review if your accredited qualification or recognised units are still within a current training package or are equivalent to the current training package or units. Discuss your previous educational qualifications with your trainer to see if this is a possibility for you.

A student who requests a single and up to three units credit transfers will not receive a reduction in the enrolment cost or course fees. Students claiming more than four credit transfers may receive a discounted price at the discretion of the Staff Development Manager and must be discussed during the enrolment of the student.

When a student requests a current qualification to replace an expired equivalent qualification and where evidence mapping is undertaken by Careers Training Centre and mapped to the new qualification then the student will not receive a reduction in the enrolment cost or course fees on these units.

Vocational Work Placements

Qualifications can be applied to students who are unable to access a workplace. The training and assessment environment where access to commercial tourism operations are not available, the delivery and assessment will be in a simulated work or industry environment.

Careers Training Centre has established agreements with local industry to host training and assessments for students so that they gain the required skill and knowledge with the required resources, in a practical manner and meet the requirements under the training and assessment Vocational Education and Training package rules.

Businesses who have agreed to allow their workplace to be used for training and assessment are:

- Rainforestation Nature Park
- Wildlife Habitat Port Douglas
- Cairns Koalas & Creatures
- Australian Butterfly Sanctuary
- Tropic Wings Cairns Tours & Charters
- Hartley's Crocodile Adventures
- Kuranda Koala Gardens
- Birdworld Kuranda

CAREER MAP

YOU



What course is right for you?

Entry Level

Prepare students for entry-level positions or apprenticeships in a variety of industries. As well as providing basic knowledge, and demonstrates to a potential employer that you're actively interested in their industry.

0.5–1 year

Team Leading

Develop skills, theoretical knowledge and problem-solving abilities. Ideal for those wanting to gain a trade, change careers or move out of entry-level roles.

1–2 years

Supervisory

For supervisory and management positions, for those who want to advance their careers in the industry they already work in, or further develop skills and knowledge acquired through previous study.

0.5–2 years

Management

To develop broad and in-depth skills in professional, technical or creative fields. Skills taught include planning, development and management.

1–2 years

Certificate II

Certificate III

Certificate IV

Diploma



Why Study Tourism?

Careers Training Centre offer nationally accredited Tourism courses, where students are immersed into the field and gain relevant skills and knowledge to be successful in the most important industry to Cairns.

Working in Tourism provides you with a lifestyle of adventure and diversity. Travel the world and explore its beauty, while you're working.

Careers Training Centre provide you with options for vocational work placements.

Course Funding

Funding options are available for eligible students:

- User Choice
- School-based Traineeship
- Certificate 3 Guarantee

Are you eligible? To find out, please visit www.careerstrainingcentre.com

Flexible starting dates – study when you're ready!

Access and Equity:

Careers Training Centre believe that everyone deserves to have the opportunity to successfully gain skills, knowledge and experience through vocational education and training. Careers Training Centre is responsible for fulfilling its commitment to access and equity by ensuring continued participation of target groups in VET programs. These target groups include:

- Women
- Aboriginal and Torres Strait Islander peoples
- People from non-English speaking backgrounds
- People with a disability
- Rural and transition and other special groups (i.e. people re-entering the workforce, sole parents, people with literacy issues and the long-term unemployed)

Support Services:

Ongoing support is provided by Careers Training Centre throughout your training:

- If you are having difficulties in the workplace or at training
- Our Mentor is available to work with you to resolve concerns and give direction to further assistance if required.
- Trainers and assessors will visit you in your workplace regularly and work with your supervisors to develop your skills and knowledge
- Ability to arrange one on one training sessions at a mutually convenient time and place
- Language, Literacy and Numeracy Support

TOURISM CAREER MAP

YOU



What job are you seeking?

Entry Level

- Receptionist
- Office Assistant
- Retail Assistant
- Museum Attendant
- Ride Attendant

Team Leading

- Booking Agent
- Tour Guide
- Sales Consultant
- Operations Consultant
- Travel Consultant
- Visitor Information Officer
- Events Assistant

Supervisory

- Accounts Manager
- Assistant Manager
- Product Coordinator
- Promotions Officer
- Marketing Coordinator
- Senior Retail Consultant
- Sales Executive
- Public Relations Manager
- Events Coordinator
- Operations Coordinator
- Reservations Sales or Call Centre Supervisor

Management

- Visitor Information Centre Manager
- Reservations Manager
- Retail Travel Agency Manager
- Incentives Manager
- Human Resource Manager
- Marketing Manager
- Product Manager
- Operations Manager

Certificate II

Certificate III

Certificate IV

Diploma

SIT20122 CERTIFICATE II IN TOURISM

This qualification focuses on providing excellent customer service and working as a team in the tourism industry.

To achieve a SIT20122 Certificate II in Tourism, 11 units must be completed:

- 5 core units
- 6 elective units, consisting of:
 - a minimum of 3 units must be selected from Group A
 - the remaining 3 units may be selected from this or another endorsed Training Package or accredited course

Core units:

- SITXCCS009 Provide customer information and assistance
- SITTTIND003 Source and use information on the tourism and travel industry
- SITXCCS011 Interact with customers
- SITXCOM007 Show social and cultural sensitivity
- SITXWHS005 Participate in safe work practices

Elective units:

GROUP A

- SITXCCS010 Provide visitor information
- SITTTVL001 Access and interpret product information
- SITTGDE013 Interpret aspects of local Australian Indigenous culture
- SITXCOM008 Provide a briefing or scripted commentary

GROUP B or C

- SITHACS009 Clean premises and equipment
- BSBCMM211 Apply communication skills
- SBTWK201 Work effectively with others
- BSBSUS211 Participate in sustainable work practices
- SITXFIN007 Process financial transactions
- SITXFSA005 Use hygienic practices for food safety
- SITHFAB021 Provide responsible service of alcohol
- SITHFAB025 Prepare & serve espresso coffee
- SITXCC012 Provide lost and found services
- SITXCOM006 Source and present information
- SITXINV006 Receive and store stock
- HLTAID011 Provide first aid

Note: All pre-requisites for accredited units must be trained and assessed prior to the start of training for the required unit. Students must gain competency in the pre-requisite unit prior to the start of training for the unit with the pre-requisite.

“The best thing about Careers Training Centre is the one-on-one and face-to-face training you receive. Receiving my first certificate opened my eyes and gave me the confidence to succeed”.

Willie Enoch-Tranby,
Sales and Marketing Executive,
CaPTA Group



Volume of Learning
600-1200 hours

Duration
9 months
(recommended)

Cost

\$3,190

* *Commencements on or before
31/12/2025. Pricing is for upfront payment
of (3) three instalments

Funding
User Choice
VETiS

Entry Requirements
Completed year 10 and
meet Workplace Health
and Safety standards

Delivery
Cairns
Port Douglas
Mossman
Kuranda
Distance

SIT30122 CERTIFICATE III IN TOURISM

Volume of Learning
1200 – 2400 hours

Duration
12 months
(recommended)

Cost

\$4,440

* Commencements on or before
31/12/2025. Pricing is for upfront payment
of (3) three instalments

Funding
User Choice
Certificate 3 Guarantee
School-based Traineeship

Entry Requirements
Completed year 10 and
meet Workplace Health
and Safety standards

Delivery
Cairns
Port Douglas
Mossman
Kuranda
Distance

This qualification provides the skills and knowledge for an individual to be competent and possess well-developed tourism service, sales or operational skills.

To achieve a SIT30122 Certificate III in Tourism, 15 units must be completed:

- 4 core units
- 11 elective units, consisting of:
 - 5 units from Group AOR
 - 6 units from Group B
 - The remaining 5 units may be selected from any elective group below, elsewhere in the SIT Training Package, or any other current Training Package or accredited course.

Core units:

- SITTTIND003 Source and use information on the tourism and travel industry
- SITXCCS014 Provide service to customers
- SITXCOM007 Show social and cultural sensitivity
- SITXWHS005 Participate in safe work practices

Group A – Elective units: Tourism Office Operations

- SITTTVL001 Access and interpret product information
- SITXCCS010 Provide visitor information
- SITTTVL005 Prepare customer quotations
- SITTTVL004 Sell tourism products and services
- SITTTVL007 Use a computerised reservations or operations system
- SIYYTVL006 Book tourism products and process documentation

Group B – Elective units: Tourism Delivery

- SITTGDE013 Interpret aspects of local Australian Indigenous culture
- SITTGDE016 Lead tour groups
- SITTGDE017 Prepare and present tour commentaries or activities
- SITTGDE018 Develop and maintain the general and regional knowledge required by guides
- SITXCCS009 Provide customer information and assistance
- SITXCCS012 Provide lost and found services
- SITXCOM008 Provide a briefing or scripted commentary
- SITXWHS006 Identify hazards, assess and control safety risks
- SITXCCS010 Provide visitor information

Group D – Elective units: Tourism Coordination

- SITHACS009 Clean premises and equipment
- SITXCCS017 Use a computerised booking system
- SITXCCS018 Make bookings and process documentation
- SITXCCS019 Prepare quotations
- SITTTVL001 Access and interpret product information
- SITTTVL004 Sell tourism products and service
-

Group E – Elective units: General Electives

- BSBTWK201 Work effectively with others
- SITXCOM006 Source and present information
- BSBSUS211 Participate in sustainable work practices
- SITXFIN007 Process financial transactions
- HLTAID011 Provide first aid
- SITHFAB021 Provide responsible service of alcohol
- SITHFAB024 Prepare and serve non-alcoholic beverages
- SITHFAB025 Prepare & serve espresso coffee
- SITHFAB027 Serve food and beverage
- SITHIND005 Use hygienic practices for hospitality service
- SITXFSA005 Use hygienic practices for food safety
- SITXHRM007 Coach others in job skills
- SITXINV006 Receive, store and maintain stock

Note: All pre-requisites for accredited units must be trained and assessed prior to the start of training for the required unit. Students must gain competency in the pre-requisite unit prior to the start of training for the unit with the pre-requisite.

SIT40122 CERTIFICATE IV IN TRAVEL AND TOURISM

This qualification reflects the role of individuals who use a broad range of sales and marketing or operational skills combined with sound knowledge of industry operations.

To achieve a SIT40122 Certificate IV in Travel and Tourism 19 units must be completed:

- 7 core units
- 12 elective units, consisting of:
 - 6 units from Group A
 - 6 additional units from Group A, Group B, elsewhere in the SIT Training Package, or any other current Training Package or accredited course.

In all cases selection of electives must be guided by the job outcomes sought, local industry requirements and the characteristics of this qualification.

Core units:

- SITTTIND003 Source and use information on the tourism and travel industry
- SITXCCS015 Enhance customer service experiences
- SITXCOM007 Show social and cultural sensitivity
- SITXCOM010 Manage conflict
- SITXFIN008 Interpret financial information
- SITXHRM007 Coach others in job skills
- SITXWHS007 Implement and monitor work health and safety practices

Group A: Elective Units (minimum of 6)

- SITXCCS010 Provide visitor information
- SITTTVL001 Access and interpret product information
- SITTTVL004 Sell tourism products or services
- SITTTVL005 Prepare customer quotations
- SITTTVL006 Book tourism products and process documentation
- SITTTVL007 Use a computerised reservations or operations system
- SITTGDE016 Lead tour groups
- SITTGDE017 Prepare and present tour commentaries or activities
- SITTGDE018 Develop and maintain the general and regional knowledge required guides

Group C: Elective Units

- BSBWRT411 Write complex documents
- SITXCCS017 Use a computerised booking system
- SITXCCS018 Make bookings and process documentation
- SITXFIN007 Process financial transactions
- SITXFIN009 Manage finances within a budget
- HLTAID011 Provide first aid
- SITXHRM008 Roster staff
- SITXHRM009 Lead and manage people
- SITXMGTO04 Monitor work operations
- SITXWHS006 Identify hazards, assess and control safety risks

Volume of Learning
600 – 2400 hours

Duration
18 months
(recommended)

Cost
\$5,640

* * Commencements on or before 31/12/2025. Pricing is for upfront payment of (4) four instalments

Funding
Not applicable

Entry Requirements
Completed year 10 and meet Workplace Health and Safety standards

Delivery
Cairns
Port Douglas
Mossman
Kuranda
Distance



Why Study Hospitality?

Do you have a passion for food, beverage and people? If so, then the hospitality industry is for you! Careers Training Centre offer nationally accredited hospitality courses where students learn through a mix of theoretical and hands on learning which enables them to be successful in the industry.

Students must complete practical industry placements, where Careers Training Centre provide practical placement options.

Course Funding

Funding options are available for eligible students:

- User Choice
- School-based Traineeship
- Certificate 3 Guarantee

Are you eligible? To find out, please visit www.careerstrainingcentre.com

Flexible starting dates – study when you're ready!

Access and Equity:

Careers Training Centre believe that everyone deserves to have the opportunity to successfully gain skills, knowledge and experience through vocational education and training. Careers Training Centre is responsible for fulfilling its commitment to access and equity by ensuring continued participation of target groups in VET programs. These target groups include:

- Women
- Aboriginal and Torres Strait Islander peoples
- People from non-English speaking backgrounds
- People with a disability
- Rural and transition and other special groups (i.e. people re-entering the workforce, sole parents, people with literacy issues and the long-term unemployed)

Support Services:

Ongoing support is provided by Careers Training Centre throughout your training:

- If you are having difficulties in the workplace or at training
- Our Mentor is available to work with you to resolve concerns and give direction to further assistance if required.
- Trainers and assessors will visit you in your workplace regularly and work with your supervisors to develop your skills and knowledge
- Ability to arrange one on one training sessions at a mutually convenient time and place
- Language, Literacy and Numeracy Support

HOSPITALITY CAREER MAP

YOU



What job are you seeking?

Entry Level

- Bar Attendant
- Bottle Shop Assistant
- Cafe Assistant
- Catering Attendant
- Food and Beverage Attendant
- Room Attendant
- Front Office Assistant

Team Leading

- Front Desk Reception
- Function Attendant / Host
- Gaming Attendant
- Housekeeper
- Restaurant Host
- Waiter
- Senior Bar Attendant
- Espresso Coffee Machine Operator

Certificate II

Certificate III

SIT20322 CERTIFICATE II IN HOSPITALITY

This qualification focuses on providing excellent customer service, completing basic tasks and working as a team in the hospitality industry.

To achieve a SIT20322 Certificate II in Hospitality 12 units must be completed:

- 6 core units
- 6 elective units, consisting of:
 - 1 unit from the Group A
 - 3 units from Group B
 - 2 units from Group B, elsewhere in SIT Training Package, or any other current Training Package or accredited course.

In all cases selection of electives must be guided by the job outcomes sought, local industry requirements and the characteristics of this qualification.

Core units:

- BSBTWK201 Work effectively with others
- SITHIND006 Source and use information on the hospitality industry
- SITHIND007 Use hospitality skills effectively
- SITXCCS011 Interact with customers
- SITXCOM007 Show social and cultural sensitivity
- SITXWHS005 Participate in safe work practices

Group A - Elective units (choose minimum of 1)

- SITHIND005 Use hygienic practices for hospitality service
- SITXFSA005 Use hygienic practices for food safety

Group B - Elective units (choose minimum of 3)

- SITHACS009 Clean premises and equipment
- SITXCCS010 Provide visitor information
- SITXCCS012 Provide lost and found services
- BSBCMM211 Apply communication skills
- SITXCOM006 Source and present information
- BSBSUS211 Participate in sustainable work practices
- SITXFIN007 Process financial transactions
- HLTAID011 Provide first aid
- SITHFAB022 Clean and tidy bar areas
- SITHFAB021 Provide responsible service of alcohol
- SITHFAB023 Operate a bar
- SITHFAB024 Prepare and serve non-alcoholic beverages
- SITHFAB025 Prepare & server espresso coffee
- SITHFAB027 Serve food and beverage
- SITXFSA006 Participate in safe food handling practices
- SITXINV006 Receive, store and maintain stock
- SITHIND005 Use hygienic practices for hospitality service

Note: All pre-requisites for accredited units must be trained and assessed prior to the start of training for the required unit. Students must gain competency in the pre-requisite unit prior to the start of training for the unit with the pre-requisite. All students must complete 36 practical shifts.

Volume of Learning
600 -1200 hours

Duration
10 months
(recommended)

Cost

\$3,190

* Commencements on or before
31/12/2025. Pricing is for upfront payment
of (3) three instalments

Funding
User Choice
VETiS

Entry Requirements
Completed year 10 and
meet Workplace Health
and Safety standards

Delivery
Cairns
Port Douglas
Mossman
Kuranda
Distance

"I am much more confident, and my current role even involves tour guiding which I never thought I would be able to do. It has also given me a greater understanding of how diverse this field is and has opened a lot of doors in terms of different career paths."

Rachel Gordon
Careers Training Centre Graduate



SIT30622 CERTIFICATE III IN HOSPITALITY

Volume of Learning
1200 – 2400 hours

Duration
12 months
(recommended)

Cost

\$4,390

** Commencements on or before
31/12/2025. Pricing is for upfront payment
of (3) three instalments

Funding
User Choice
Certificate 3 Guarantee
School-based Traineeship

Entry Requirements
Completed year 10 and
meet Workplace Health
and Safety standards

Delivery
Cairns
Port Douglas
Mossman
Kuranda
Distance

This qualification focuses on providing excellent customer service, completing intermediary tasks and working as a team in the hospitality industry.

To achieve a SIT30622 Certificate III in Hospitality, 15 units must be completed:

- 6 core units
- 9 elective units, consisting of:
 - 1 unit from Group A
 - 6 units from Group B
 - 2 units from Group B, Group C, elsewhere in SIT Training Package, or any other current Training Package or accredited course.

For this qualification, electives may be selected to meet either a specialist or multi-skilled job outcome. In all cases selection of electives must be guided by the job outcome sought, local industry requirements and the characteristics of this qualification.

Core units:

- SITHIND006 Source and use information on the hospitality industry
- SITHIND008 Work effectively in hospitality service
- SITXCCS014 Provide service to customers
- SITXCOM007 Show social and cultural sensitivity
- SITXHRM007 Coach others in job skills
- SITXWHS005 Participate in safe work practices

Group A – Elective units (choose minimum of 1)

- SITHIND005 Use hygienic practices for hospitality service
- SITXFSA005 Use hygiene practices for food safety

Group B – Elective units (choose minimum of 6)

- SITHACS009 Clean premises and equipment
- SITXCCS017 Use a computerised booking system
- SITXCCS010 Provide visitor information
- SITHFAB022 Clean and tidy bar areas
- SITHFAB021 Provide responsible service of alcohol
- SITHFAB023 Operate a bar
- SITHFAB024 Prepare and serve non-alcoholic beverages
- SITHFAB025 Prepare & serve espresso coffee
- SITXFSA006 Participate in safe food handling practices
- SITXCCS012 Provide lost and found services
- SITHFAB027 Serve food and beverage

Group C – Elective units

- BSBCMM211 Apply communication skills
- SITXCOM006 Source and present information
- BSBSUS211 Participate in sustainable work practices
- HLTAID011 Provide first aid
- SITXFIN007 Process financial transactions
- SITXWHS006 Identify hazards, assess and control safety risks
- SITXINV006 Receive, store and maintain stock

Note: All pre-requisites for accredited units must be trained and assessed prior to the start of training for the required unit. Students must gain competency in the pre-requisite unit prior to the start of training for the unit with the pre-requisite. Students must complete 36 practical shifts to achieve the qualification

GENERAL ELECTIVE

- BSBTWK201 Work effectively with others
- SITXCCS009 Provide customer information and assistance

WILDLIFE & EXHIBITED ANIMAL CARE



Why Study Exhibited Animals?

If you have a love for wildlife, then this is the course for you! Careers Training Centre is the only Registered Training Organisation (RTO) in Far North Queensland that deliver the ACM30321 Certificate III in Wildlife & Exhibited Animal Care. Being a part of the CaPTA Group, we can place students at one of the following parks:

- Rainforestation Nature Park
- Australian Butterfly Sanctuary
- Wildlife Habitat
- Cairns Koalas and Creatures

Options are also available for work placement at

- Hartley's Crocodile Adventures
- Birdworld
- Kuranda Koala Gardens

Careers Training Centre offer this course through distance education, Students who are studying via distance may undertake work placement throughout Australia finding their own work placement within a commercial wildlife facility.

Flexible starting dates – study when you're ready!

Access and Equity:

Careers Training Centre believe that everyone deserves to have the opportunity to successfully gain skills, knowledge and experience through vocational education and training. Careers Training Centre is responsible for fulfilling its commitment to access and equity by ensuring continued participation of target groups in VET programs. These target groups include:

- Women
- Aboriginal and Torres Strait Islander peoples
- People from non-English speaking backgrounds
- People with a disability
- Rural and regionally isolated communities
- People in transition and other special groups (i.e. people re-entering the workforce, sole parents, people with literacy issues and the long-term unemployed)

Support Services:

Ongoing support is provided by Careers Training Centre throughout your training:

- If you are having difficulties in the workplace or at training
- Our Mentor is available to work with you to resolve concerns and give direction to further assistance if required.
- Trainers and assessors will visit you in your workplace regularly and work with your supervisors to develop your skills and knowledge
- Ability to arrange one on one training sessions at a mutually convenient time and place
- Language, Literacy and Numeracy Support

ACM30321 CERTIFICATE III IN WILDLIFE & EXHIBITED ANIMAL CARE

Volume of Learning
1200 – 2400 hours

Duration
18 months
(recommended)

Cost

\$7,790

** Commencements on or before 31/12/2025. Pricing is for upfront payment of (6) six instalments

Funding
User Choice

Entry Requirements
Completed year 10 and meet Workplace Health and Safety standards

Delivery
Cairns
Port Douglas
Kuranda
Distance

This qualification is intended for those interested in pursuing a career as a Zoo / wildlife keeper in the exhibited animal industry. Job roles covered by this qualification may include:

- Zookeeper/Animal carer
- Native wildlife carer
- Wildlife rehabilitator
- Animal technical officer
- Aquarist.

To achieve a ACM30321 - Certificate III in Wildlife and Exhibited Animal Care - 16 units must be completed:

- ACMBEH302 Provide enrichment for animals
- ACMEXH301 Work within a zoological facility
- ACMEXH303 Prepare and maintain animal habitats
- ACMEXH304 Assist with capturing, restraining and moving animals
- ACMGEN301 Prepare and present information to the public
- ACMGEN303 Assess the welfare status of an animal
- ACMGEN304 Promote positive wellbeing in self and others in animal care workplaces
- ACMGEN311 Maintain and monitor animal health and wellbeing
- ACMGEN312 Provide nutritional requirements for animals
- ACMGEN315 Communicate effectively with clients and team members
- ACMSUS401 Implement and monitor environmentally sustainable work practice
- ACMWHS301 Contribute to workplace health and safety processes
- ACMEXH305 Monitor animal reproduction
- ACMINF301 Comply with infection control policies and procedures in animal care work

Choice of 2 out of:

- ACMEXH309 Contribute to exhibit design and renovation planning
- SITXCOM007 Show social and cultural sensitivity
- SITXCCS009 Provide customer information and assistance
- HLTAID011 Provide First Aid (only offered to Fee-For-Service)

Note: Students must have commercial wildlife industry work placement

"After 10 years as a nurse/midwife, I chose to change careers and train as a wildlife keeper. Careers Training Centre have helped me transition to my new career, proving that you can teach an old dog new tricks!"

Debra Hall

Careers Training Centre Graduate



HOW TO ENROL



You

For more information on training, visit these websites:

www.qtic.com.au
www.iteca.com.au
www.australianapprenticeships.gov.au
www.training.gov.au
www.serviceskills.com.au

CHOOSE YOUR COURSE

FUNDING?

Are you eligible for government funding?

YES

NO

ELIGIBILITY FORM

You will need to complete the eligibility form for the relevant funding program.

**All documents can be found on our website
www.careerstrainingcentre.com**

ENROLMENT FORM

You will need to complete the correct enrolment form.

PAYMENT PLAN AGREEMENT

A payment plan agreement determines the method and schedule of course payments.

LANGUAGE, LITERACY AND NUMERACY (LLN) ASSESSMENT

This assessment allows us to determine where you are in your learning development to tailor the training to your requirements.

UNIQUE STUDENT IDENTIFIER (USI)

A USI is used to store your training records and results online. You will need to set up your own USI.

EMAIL THE DOCUMENTS TO US

INTERVIEW

(Enrolment subject to interview outcome)

Contact us

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ABN: 74 445 763 230

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Learn. Grow. Succeed