



AUSTRALIAN
SALESMASTERS
TRAINING COMPANY
don't blame them...TRAIN THEM!

Process Manufacturing (MSA07 ^{Training}Package)

PMB30401

**Certificate III in Process
Manufacturing**

**Nationally accredited training
from The Australian Salesmasters
Training Company
RTO # 6854**



NSW Vocational
Education & Training
Accreditation Board



NATIONALLY RECOGNISED
TRAINING

About

The Australian Salesmasters Training Company

Since 1985, THE AUSTRALIAN SALESMASTERS has been coaching and counselling both individuals and companies in the field of improvement.

More recently, as a Registered Training Organisation (RTO # 6854) we have assisted a multitude of small, medium and large businesses grow with their Government Funded Training Programs.

Currently delivering programs in all States of Australia, The Australian Salesmasters motto of "don't blame them...TRAIN THEM" has been adopted by many of the nation's most progressive companies.

Australian Salesmasters specialise in the Government accredited programs:

Certificate II in Process Manufacturing (PMB20401)
Certificate III in Process Manufacturing (PMB30401)

THE QUALIFICATION

This course is for people in the plastics, rubber and cabling industries who want to develop high level skills in the operations and practices in their workplace. The course combines on-the-job training and experience with off-the-job training. You will learn how to solve technical problems as an operator of specialised equipment and processes. You will also learn to apply quality practices and workplace communication.

Why use Australian Salesmasters?

The modern world of global trading has placed enormous pressure on Australian industry to become more competitive. This means that all businesses are cutting costs to complete.

Lean Manufacturing Principles are a global trend used by successful manufacturing and processing businesses.

Australian Salesmasters believe that by:

Training individuals within organisations to the concepts of JIT, 5s Principles, KAIZEN and others is vital to the success of all Process Manufacturing Businesses.

Organisation can drive down costs through increasing efficiency, eliminating waste and having better skilled team members.

Australian Salesmasters believe that:

A highly skilled and motivated workforce can achieve savings and be more efficient through our programs. We have highly skilled trainers and managers with many years of experience in Process Manufacturing who have designed practical programs and workplace based training modules to meet today's.

We believe in don't blame them...TRAIN THEM!

Australian Salesmasters are both Trainers and Assessors.

Program Objectives

Programs are designed to build and sharpen critical skills and knowledge required to positively impact on the outcomes of your business.

Some of the outcomes from Certificate III in Process Manufacturing:

- Safer working environment
- Reduce overall costs utilizing LEAN principles
- Increased quality
- Improved communications
- Increased staff retention
- More efficient employees

Customer satisfaction is the primary aim Australian Salesmasters Training Modules:

- are completed on-the-job in an agreed timeframe and format
- recognise prior learning and experience
- focus upon what needs to be learned and are personalised
- are contextualised to meet business needs
- available via the internet
- take responsibility for own outputs in work and learning

Career Opportunities

This course provides participants with the skills, attributes and knowledge to take more responsibility in the workplace through leadership roles or as change agents.

Entry Requirements

There are no formal entry requirements although it is expected that participants will have:

- a qualification and/or
 - substantial experience
- in an area requiring the application of relevant technical skills. Our minimum age of enrolment for this qualification is 18 years of age.

Induction and Enrolment

A representative of Australian Salesmasters will meet with you at an agreed time to induct you into this course.

Completion of the enrolment documentation immediately following your induction is standard practice.

Employee Benefits

- Nationally Recognised Qualification
- More valuable to employer
- More efficient employee
- Job security and satisfaction
- Become an industry professional

Useful Links

www.thesalesmasters.com

www.ebooksonly.com.au

www.dvdtraining.com.au

Customisation

All programs are customised to specific client need and industry specialty.

Skills Recognition/Prior Learning

Previous learning undertaken at another learning organisation may entitle a participant to entry into the program with some credit/s.

Alternatively, if a participant can provide evidence that shows that they have the required skills and knowledge they may be able to have that learning recognised without having to complete all of the training offered by Australian Salesmasters and the employer.

Further details are available in the Australian Salesmasters Candidate Handbook.

Delivery Method

Delivery will comprise supervised on-the-job training or a combination of self paced distance learning with assessor involvement.

Assessment Method

Assessment will be undertaken in accordance with the relevant applicable legislation.

A variety of assessment methods may be used including:

- Workbook assessment tasks
- Simulation
- Demonstration
- Oral and written activities.
- On the job observation

Policies and Procedures

The policies and procedures applicable to this course are set out in the Candidate Handbook.

A copy of the handbook will be given to you at your enrolment. Please discuss any questions you may have in relation to these policies and procedures with your trainer or supervisor.

Course Duration

This course will be delivered and assessed in the workplace for up to 24 months.

We are able to early complete all courses on client need and by giving recognition to candidates' current skills.

Course Structure

PMB30401 Certificate III in Process
Manufacturing - 21 units are required for this
qualification comprising:

- 5 core units
- 16 elective units

Core Units (5 to be Completed)

PMBOHS101B Follow OH&S policies & procedures
PMBHAN103B Shift materials safely by hand
PMBWKOPS101B Apply work procedures and practices
PMBQUAL101A Apply quality processes
PMBCOMM102B Complete workplace documents

Elective Units (16 to be Completed)

- PMBMAINT101B Conduct housekeeping activities
- PMBSUP272A Identify and act upon hazards in the workplace
- PMBOHS204B Apply emergency/incident procedures
- PMBMAINT303B Identify equipment faults
- PMBPREP303B Set up equipment for continuous operations
- PMBPROD300A Produce products
- PMBWKOPS304B Interpret job specifications
- PMBQUAL290A Monitor and maintain product quality
- PMBQUAL291A Participate in continuous improvement
- PMBWKOPS106B Work with others in a team
- PMBENV100A Identify and minimise environmental hazards
- PMBWASTE101B Collect waste for recycling or safe disposals
- PMBTRAIN201A Assist in the provision of on the job training
- PMBHAN202B Load and unload goods
- PMBHAN204B Package goods/materials
- PMBHAN208B Store products

Qualifications

As part of the Australian Qualifications Framework this program is nationally recognised. On successful completion participants will be awarded the Certificate III in Process Manufacturing (PMB30401).

Further Information

For further information regarding this course contact
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