

FREE TRAINING

NATIONALLY RECOGNISED QUALIFICATION

Productivity Places Program

Certificate II in Transport and Distribution (Warehousing and Storage)

Industry Overview

Transport can be described broadly as the movement of goods and people from an origin to a destination. It is one of the most fundamental aspects of an advanced economy, as it provides a window to the wider world. The transport and distribution industry provides approximately 461,000 jobs (about 4.6% of the workforce) in Australia. Currently the Transport Industry has the fourth highest job vacancies in South Australia.

Program Overview

The Certificate III in Transport and Distribution (Warehousing & Storage) has been designed to provide participants with the skills to receive, check, store and move goods into and out of the warehouse. Graduates may also find work as a picker/packers or despatch hand.

A qualification in Transport and Distribution will provide you with skills required to work effectively in a range of transport and distribution areas. These areas include but are not limited to:

- Storeperson
- Receivable and Despatch
- Logistics Management
- Forklift Operator
- Stevedoring

What's in it for me?

- Certificate III in Transport and Distribution
- All training delivered face-to-face rather than online
- Understand the industries expectations
- Understand how to get into the industry

Program Details

Dates:	Rolling Intake – Each Month
Times:	8:30am – 4:00pm
Days:	4 days per week
Duration:	10 weeks
Location:	Training Prospects - 5 Wiley Street, Elizabeth South SA 5112
Cost:	FREE



Course Content

Week 1 - Introduction to Warehousing

- Participate in basic workplace communications
- Work effectively with others
- Carry out basic workplace calculations

Week 2 - OHS

- Follow OH&S procedures
- Conduct housekeeping procedures
- Shift materials safely using manual handling methods

Week 3 - Equipment and load handling

- Shift and load using manually operated equipment
- Load and unload goods/cargo
- Operate a forklift

Week 4 - Product Knowledge

- Use product knowledge to complete operations
- Apply product knowledge to organise work operations
- Participate in stock takes

Week 5 - Processing orders

- Use product knowledge to complete operations
- Apply product knowledge to organise work operations
- Participate in stock takes

Week 6 & 7 - Dispatching goods

- Dispatch goods
- Organise dispatch operations
- Complete receipt/dispatch documentation (Part 1)

Week 8 & 9 - Receiving goods

- Receive goods
- Organise receipt operations
- Receive and store stock
- Complete receipt/dispatch documentation (part 2)

Week 10 - Customer Service

- Deliver and Monitor a Service to Customers

How to enrol:

1. Complete the enrolment pack (available from your Employment Service Provider or Training Prospects)
2. Attend a free information and induction session

Contact Training Prospects today to express your interest and attend a FREE information session

P: 8287 2566

E: admin@trainingprospects.com.au

Places subject to eligibility and availability. Productivity Places Program is an Australian Government initiative. For more information please visit www.productivityplaces.deewr.gov.au