

Certificate IV in Competitive Systems and Practices (MSS40312)						
#	Unit Code	Package Rules		Unit Name	Status	Priority
1	MSS403001A	Core		Implement competitive systems and practices	WBR	
2	MSAENV472B	Core	Adv Dip & Dip Core	Implement and monitor environmentally sustainable work practices	WBR	
3	MSS403040A	Group B	Adv Dip & Dip Group C	Facilitate and improve implementing 5S	NYC	1
4	MSS402021A	Group B	Adv Dip & Dip Group C	Facilitate a Just in Time system	NYC	2
5	MSS405040A	Group C	Adv Dip & Dip Group B	Manage 5S system in an organisation	NYC	3
6	MSS403033A	Group B	Adv Dip & Dip Group C	Map an operational process	NYC	4
7	MSS403010A	Core		Facilitate change in an organisation implementing CSP	NYC	5
8	MSS405002A	Group C	Adv Dip & Dip Group A	Analyse and map a value stream	NYC	6
9	MSAPMSUP390A	Group B	Adv Dip & Dip Group C	Use structured problem solving tools	NYC	7
10	MSS403021A	Group A	Adv Dip & Dip Group C	Ensure process improvements are sustained	NYC	8
11	MSS403053A	Group B	Adv Dip & Dip Group C	Use six sigma techniques	NYC	9
12	MSS405012A	Group C	Adv Dip & Dip Group A	Manage workplace learning	RPL?	10
Diploma in Competitive Systems and Practices (MSS50312)						
#	Unit Code			Unit Name	Status	
1	MSS405001A	Core	Adv Dip Core	Develop competitive systems and practices for an organisation	NYC	
2	MSS405013A	Core	Adv Dip Core	Facilitate holistic culture improvement in an organisation	NYC	
3	MSS405004A	Group A	Adv Dip Group A	Develop business plans in an organisation implementing CSP	NYC	
4	MSS404052A	Group B	Adv Dip Group B	Apply statistics to operational processes	NYC	
5	MSS405021A	Group B	Adv Dip Group B	Develop a Just in Time system	NYC	
6	MSS405022A	Group B	Adv Dip Group B	Design a process layout	NYC	
7	MSS405033A	Group B	Adv Dip Group B	Optimise office systems to deliver to customer demand	NYC	
8	MSS404082A	Group C	Adv Dip Group C	Assist in implementing a proactive maintenance strategy	NYC	
9	MSS402080A	Group C	Adv Dip Group C	Undertake root cause analysis	NYC	
10	MSS403030A	Group C	Adv Dip Group C	Improve cost factors in work practices	NYC	
	3 x Core	Yes	WBR	Workbook Received		
	3 x Group A	Yes	WBS	Workbook Submitted		
	5 x Group B	Yes	C	Competent		
	9 x Group C	Yes	NYC	Not Yet Competent		
	Max Two - MSS402	Yes	RPL	Recognition of Prior Learning		

Certificate IV in Training and Assessment (TAE40110)

#	Unit Code		Unit Name	Status
1	BSBCMM401A		Make a presentation	C
2	TAEDES401A		Design and develop learning programs	C
3	TAEDES402A		Use training packages and accredited courses to meet client needs	C
4	TAELLN411		Address adult language, literacy and numeracy skills	C
5	TAEDEL401A		Plan, organise and deliver group-based training	C
6	TAEDEL402A		Plan, organise and facilitate learning in the workplace	C
7	TAEASS401B		Plan assessment activities and processes	C
8	TAEASS502A		Design and develop assessment tools	C
9	TAEASS402B		Assess competence	C
10	TAEASS403B		Participate in assessment validation	C

Certificate III in Micro Business Operations (BSB30307)

#	Unit Code		Unit Name	Status
1	BSBCUS301B		Deliver and monitor a service to customers	C
2	BSBFIA301A		Maintain financial records	C
3	BSBFIA303A		Process accounts payable and receivable	C
4	BSBITU305A		Conduct online transactions	C
5	BSBSMB301A		Investigate micro business opportunities	C
6	BSBSMB302A		Develop a micro business proposal	C
7	BSBSMB303A		Organise finances for the micro business	C
8	BSBSMB304A		Determine resource requirements for the micro business	C
9	BSBSMB305A		Comply with regulations, taxation and insurance requirements for the micro business	C
10	BSBWOR301B		Organise personal work priorities and development	C

Certificate II in Retail (SIR20207)

#	Unit Code		Unit Name	Status
1	SIRXCOM001A		Communicate in the workplace	C
2	SIRXOHS001A		Apply safe working practices	C
3	BSBITU101A		Operate a personal computer	C
4	ICAU1133B		Send and retrieve information using web browsers and email	C
5	SIRXSL001A		Sell products and services	C