



**Australian Government**

**Department of Education, Employment and Workplace Relations**

# **MTM30911 Certificate III in Meat Processing (Smallgoods - General)**

**Release: 3**

**MTM30911 Certificate III in Meat Processing (Smallgoods - General)****Modification History**

<b>Release</b>	<b>TP Version</b>	<b>Comments</b>
3	MTM11v3	<i>MTMS212B Manually link and tie product</i> superseded by <i>MTMS219A Manually link and tie product</i> Updated equivalent imported Units: <i>PRMCL38A Clean a food handling area to</i> <i>CPPCLO3038A Clean food-handling areas</i> <i>HLTFA301B Apply first aid to HLTFA301C</i>
2	MTM11v1.1	Correction of typographical errors
1	MTM11v1	Initial release

## Description

This qualification covers work activities undertaken by smallgoods producers working in larger, factory-type smallgoods enterprises. Factories will often have specialised lines of production, (for example, hams and bacons) and use complex production machinery, and may not encompass the range of smallgoods production techniques found in traditional smallgoods enterprises.

This qualification is **not appropriate** for use as a pre-vocational qualification or for inclusion as a VET in Schools program.

### Job roles

Job role titles covered by this qualification may include:

- smallgoods operator
- slicing and packaging operator
- slicer
- product formulation operator.
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## Pathways Information

### Pathways into the qualification

Pathways into the qualification may be:

- by direct entry without prior work experience
- after completion of the Certificate I and II in Meat Processing (Smallgoods) qualifications
- through Recognition of Prior Learning.

This qualification is suited to Australian Apprenticeship pathways.

### Pathways from the qualification

After achieving this qualification, candidates may undertake:

- any other Certificate III in Meat Processing qualification with credit for applicable units successfully completed
- approved Skill Sets to gain expertise in specific skilled job roles
- MTM40111 Certificate IV in Meat Processing (Leadership)
- MTM40311 Certificate IV in Meat Processing (Quality Assurance)
- MTM40411 Certificate IV in Meat Processing (General).
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## Licensing/Regulatory Information

### Licensing, legislative, regulatory or certification considerations

Units of competency in this qualification do not require a licence or certification.

## Entry Requirements

Not Applicable

## Employability Skills Summary

### EMPLOYABILITY SKILLS QUALIFICATION SUMMARY

The following table contains a summary of the Employability Skills required by the meat industry for this qualification. The Employability Skills facets described here are broad industry requirements that may vary depending on qualification packaging options.

Due to the high proportion of electives required by this qualification, the industry/enterprise requirements described for each Employability Skill are representative of the meat industry in general and may not reflect specific job roles. Learning and assessment strategies for this qualification should be based on the requirements of the units of competency for this qualification.

Employability Skill	Industry/enterprise requirements for this qualification include:
Communication	<ul style="list-style-type: none"> <li>• listening and carrying out instructions</li> <li>• speaking clearly and directly with other personnel</li> <li>• reading and interpreting workplace documentation, such as work instructions, Standard Operating Procedures and workplace memorandums</li> <li>• interpreting customer needs, for example, product specifications</li> <li>• using mathematical skills in areas such as time, weights and temperature</li> </ul>
Teamwork	<ul style="list-style-type: none"> <li>• working effectively as an individual as well as in a work team</li> <li>• working effectively with workers from another country</li> <li>• applying own knowledge to assist other members of the work team</li> </ul>
Problem solving	<ul style="list-style-type: none"> <li>• showing independence and initiative in identifying problems, for example the need to revise and update a work instruction</li> <li>• solving problems, either individually or in teams, for example, reporting malfunctioning equipment to ensure that the problem is appropriately addressed</li> <li>• using numeracy skills to solve problems, for example, adjusting portion sizes and calculating stock requirements</li> </ul>
Initiative and enterprise	<ul style="list-style-type: none"> <li>• adapting to new situations, such as introduction of new product or equipment</li> </ul>
Planning and organising	<ul style="list-style-type: none"> <li>• collecting, analysing and organising information, such as work instructions or Standard Operating Procedures</li> <li>• using basic business systems for planning and organising, for example, customer specifications</li> <li>• taking initiative and making decisions within workplace role, for example, recommending adjustments to schedules to meet production deadlines</li> <li>• managing time and priorities, such as work times and delivery</li> </ul>

<b>EMPLOYABILITY SKILLS QUALIFICATION SUMMARY</b>	
	times for customer orders
Self-management	<ul style="list-style-type: none"><li>• monitoring and evaluating own performance to ensure team and production requirements are met efficiently</li><li>• taking responsibility for own work output</li></ul>
Learning	<ul style="list-style-type: none"><li>• learning in a range of settings, such as through formal training or informally from other workers</li><li>• learning new skills and techniques to adjust to product or equipment changes</li></ul>
Technology	<ul style="list-style-type: none"><li>• using technology, such as workplace machinery</li><li>• demonstrating skilled use of workplace technology, for example, packaging equipment</li><li>• applying OH&amp;S requirements when using technology</li></ul>

## Packaging Rules

### Packaging Rules

Complete twenty-five units of competency in total.

- complete all five core units of competency
- complete a minimum of two units from Group A
- complete a minimum of seven units from Group B
- complete a minimum of seven units from Group C.

Up to four elective units may be selected from any Certificate II or III qualification in this Training Package, or any other Training Package or accredited course. Units selected must be relevant to smallgoods processing and must not duplicate any unit already contained in the qualification.

### Qualification structure

<b>Core units</b>	
MTMCOR20 2A Apply hygiene and sanitation practices	MTMCOR2 05A Communicate in the workplace
MTMCOR20 3A Apply Quality Assurance practices	MTMCOR2 06A Overview the meat industry
MTMCOR20 4A Follow safe work policies and procedures	
<b>Elective units</b>	
<b>Group A</b>	
MTMPS201 C Clean work area during operations	FDFOP206 1A Use numerical applications in the workplace
MTMS101C Handle materials and products	HLTFA301 C Apply first aid
MTMS102C Pack smallgoods product	
<b>Group B</b>	
MTMP2054 C Inspect hindquarter and remove contamination	MTMS213 B Slice product using simple machinery
MTMP2055 C Inspect forequarter and remove contamination	MTMS214 B Rotate stored meat
MTMP2133 C Store carcass product	MTMS215 B Rotate meat product

MTMP2134 C	Store carton product	MTMS216 B	Inspect carton meat
MTMP2197 C	Clean after operations - boning room	MTMS217 A	Prepare dry ingredients
MTMPS203 C	Operate scales and semi-automatic labelling machinery	MTMS218 B	Measure and calculate routine workplace data
MTMPS205 C	Clean chillers	MTMS219 A	Manually link and tie product
MTMPS206 C	Operate a forklift in a specific workplace	MTMSR20 1C	Prepare and slice meat cuts
MTMPS300 A	Assess product in chillers	MTMSR20 2C	Trim meat to specifications
MTMPSR20 1C	Vacuum pack product	MTMSR20 3C	Package product using automatic packing and labelling equipment
MTMPSR20 3A	Sharpen knives	MTMSR20 4C	Despatch meat product
MTMS205C	Package product using thermoform process	FDFOP200 7A	Work in a freezer storage area
MTMS206C	Package product using gas flushing process	FDFOP201 0A	Work with temperature controlled stock
MTMS207C	Operate bar and coder systems	MSL922001 A	Record and present data
MTMS208C	Operate metal detection unit	CPPCLO30 38A	Clean food-handling areas
MTMS210B	Select/identify and prepare casings	TLID2013A	Move materials mechanically using automated equipment
MTMS211B	Manually shape and form product		
<b>Group C</b>			
MTMP3100 B	Use standard product descriptions - beef	MTMS311 B	Operate complex slicing and packaging machinery
MTMP3101 B	Use standard product descriptions - pork	MTMS312 A	Prepare meat-based pates and terrines for commercial sale

MTMP3102 B Provide coaching	MTMS313 A Prepare product formulations
MTMP3103 B Provide mentoring	MTMS314 A Ferment and mature product
MTMPS204 C Maintain production records	MTMS315 A Blend meat product
MTMPSR30 1C Cure and corn product	MTMSR30 1C Break carcass into primal cuts
MTMS300B Operate mixer/blender unit	MTMSR30 2C Prepare primal cuts
MTMS301B Cook, steam and cool product	MTMSR30 3A Smoke product
MTMS302B Prepare dried meat	BSBINM30 2A Utilise a knowledge management system
MTMS303B Fill casings	FDFOP300 2A Set up a production or packaging line for operation
MTMS304B Thaw product - water	MSL904001 A Perform standard calibrations
MTMS305B Thaw product - air	MSL952002 A Handle and transport samples or equipment
MTMS306B Identify and repair equipment faults	MSL954001 A Obtain representative samples in accordance with sampling plan
MTMS307A Sort meat	MSL973001 A Perform basic tests
MTMS308A Batch meat	TAEDEL30 1A Provide work skill instruction
MTMS309B Operate product forming machinery	TLIA2009A Complete and check import/export documentation
MTMS310B Operate link and tie machinery	



## Units with prerequisite units

### Units with prerequisite units

The following units from this qualification contain prerequisite units.

Unit	Prerequisite
MTMP2054C Inspect hindquarter and remove contamination	MTMPSR203A Sharpen knives
MTMP2055C Inspect forequarter and remove contamination	MTMPSR203A Sharpen knives
MTMSR201C Prepare and slice meat cuts	MTMPSR203A Sharpen knives
MTMSR202C Trim meat to specifications	MTMPSR203A Sharpen knives
MTMSR301C Break carcase into primal cuts	MTMPSR203A Sharpen knives
MTMSR302C Prepare primal cuts	MTMPSR203A Sharpen knives