Australian Government

MTM40411 Certificate IV in Meat Processing (General)

Release: 5

INDUSTRY
SKILLS
COUNCILS
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MTM40411 Certificate IV in Meat Processing (General)

Modification History

Release	TP Version	Comments
5	MTM11v3.1	Name change to core unit: *MTMCOR203A Apply Quality Assurance practices* is now *MTMCOR203B Comply with Quality Assurance and HACCP requirements*
4	MTM11v3	Added new Elective Unit *MTMPSR415A Develop and implement work instructions and SOPs* Updated equivalent imported Unit *BSBCUS402A Address customer needs* to *BSBCUS402C*
3	MTM11v2	*MTMP411A Inspect game meat* updated to *MTMP411B Inspect wild game meat*
2	MTM11v1.1	Update of imported Units from TAE10 Training and Education Training Package
1	MTM11v1	Initial release

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Description

This qualification covers work activities undertaken by workers at supervisory or post-trade level in the meat industry. It is designed to enable candidates to select a mix of technical and leadership units to suit their job roles and career requirements. This qualification is also designed to enable candidates to gain cross-sectoral experience in the meat industry.

Job roles

Job role titles covered by this qualification may include:

* meat retailing supervisor
* smallgoods production supervisor
* meat processing production supervisor
* responsible UCFM officer
* meat processing assessor
* lairage supervisor
* rendering supervisor.
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Pathways Information

Pathways into the qualification

Pathways into the qualification may be:

* by direct entry with industry experience but without formal qualifications
* after completion of a trade qualification
* 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 Meat Processing qualification at level IV, with credit for applicable units successfully completed
* approved Skill Sets to gain expertise in specific skilled job roles
* MTM50111 Diploma of Meat Processing
* MTM50211 Diploma of Meat Processing (Meat Retailing)
* TAE40110 Certificate IV in Training and Assessment.
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Licensing/Regulatory Information

Licensing, legislative, regulatory or certification considerations

People working as industry assessors must address Australian Quality Training Framework (AQTF) requirements.

Entry Requirements

Not Applicable

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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	• listening and interpreting worker issues or management concerns • speaking clearly and directly with other personnel, such as workers, management and customers • reading and interpreting workplace documentation, such as work instructions, Standard Operating Procedures, Australian Standards and food safety regulations • preparing written documentation, such as reports • using mathematical skills, such as time and temperature • sharing information with co-workers, managers, customers and regulatory authorities
Teamwork	• working effectively as an individual as well as in a work team • working effectively with workers from another country • applying own technical knowledge to assist other members of the work team • using teamwork skills in a range of situations, such as addressing food safety issues
Problem solving	• developing practical and creative solutions to workplace problems, such as rostering issues • showing independence and initiative in identifying problems, for example, the need to revise and update a work instruction • working with a team to resolve a problem, for example, a production issue • using numeracy skills, such as graphing and charting, to resolve problems
Initiative and enterprise	• adapting to new situations, such as changes to customer specifications or introduction of new equipment • translating ideas into action, for example, revising a work instruction or Standard Operating Procedure

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY

	• identifying opportunities that might not be obvious to others, for example, a change of supplier to achieve cost savings or a change in processes to achieve better productivity
Planning and organising	• collecting, analysing and organising information, such as HACCP reports • using basic business processes for planning and organising, for example, production schedules • taking initiative and making decisions within workplace role, for example, setting production levels • managing time and priorities, such as meeting report deadlines and timely implementation of corrective actions • participating in continuous improvement and planning processes, for example, Quality Assurance
Self-management	• having and articulating own ideas and vision, for example, when contributing to company business planning processes • monitoring and evaluating own performance to ensure company production requirements are met efficiently • taking responsibility for work output within area of responsibility
Learning	• being receptive to learning new ideas and techniques, such as changed work instructions, new equipment and processes • learning in a range of settings, such as through formal training or informally from other workers • learning new skills and techniques to adjust to production or equipment changes • managing own learning to ensure currency, for example, by attending technical workshops or through internet research • applying a range of learning approaches appropriate to individual and situational requirements
Technology	• using technology, such as workplace machinery, computers and testing equipment • demonstrating skilled use of workplace technology • applying OH&S requirements when using technology • adapting to new technology requirements, such as new software • applying technology as a management tool, for example, running production reports and using spreadsheets

Packaging Rules

Packaging Rules

Complete eighteen units of competency in total.

- complete all ten core units of competency
- complete eight elective units of competency. At least one elective unit must be selected from Group A and one from at least one other Group.

Up to three of the eight technical units can be selected from a Certificate IV or Diploma from this or any other Training Package. Selected units must be relevant to the identified meat processing job and must not duplicate units already contained within the qualification.

Qualification structure

Core units			
MTMCOR201A	Maintain personal equipment	MTMCOR204A	Follow safe work policies and procedures
MTMCOR202A	Apply hygiene and sanitation practices	MTMCOR205A	Communicate in the workplace
MTMCOR203B	Comply with Quality Assurance and HACCP requirements	MTMCOR206A	Overview the meat industry
MTMCOR401C	Manage own work performance	MTMCOR403A	Participate in OH&S risk control process
MTMCOR402C	Facilitate Quality Assurance process	MTMCOR404A	Facilitate hygiene and sanitation performance
Elective units			
Group A: Technical units			
MTMP401B	Utilise refrigeration index	MTMPS411C	Monitor meat preservation process
MTMP402B	Implement a Meat Hygiene Assessment program	MTMPS412C	Monitor and overview the production of processed meats and smallgoods
MTMP403B	Oversee plant compliance with the Australian Standards for meat processing	MTMPS414B	Monitor and overview the production of Uncooked Comminuted Fermented Meat (UCFM)
MTMP404B	Apply meat science	MTMPS416A	Conduct statistical analysis of process
MTMP405B	Conduct and validate pH/temperature	MTMPS418A	Oversee export requirements

	declines to Meat Standards Australia standards		
MTMP409A	Maintain abattoir design and construction standards	MTMPSR408A	Specify beef product using AUS-MEAT language
MTMP410A	Oversee humane handling of animals	MTMPSR409A	Specify sheep product using AUS-MEAT language
MTMP411B	Inspect wild game meat	MTMPSR410A	Specify pork product using AUS-MEAT language
MTMP412A	Inspect poultry	MTMPSR413A	Participate in ongoing development and implementation of a HACCP and Quality Assurance system
MTMP413A	Inspect ratites	MTMPSR414A	Establish sampling program
Group B: Management units			
MTMP406A	Develop and implement Quality Assurance program for a rendering plant	BSBHRM402A	Recruit, select and induct staff
MTMPSR401C	Coordinate contracts	BSBINM401A	Implement workplace information system
MTMPSR402C	Prepare and evaluate resource proposals	BSBMGT402A	Implement operational plan
MTMPSR403C	Facilitate achievement of enterprise environmental policies and goals	BSBMGT403A	Implement continuous improvement
MTMPSR406C	Manage and maintain a food safety plan	BSBMKG414B	Undertake marketing activities
MTMPSR407A	Assess and evaluate meat industry requirements and processes	BSBRKG404A	Monitor and maintain records in an online environment
MTMPSR412A	Participate in product recall	PSPREG412A	Gather and manage evidence

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MTMPSR415A	Develop and implement work instructions and SOPs	SIRXFIN004A	Manage financial resources
MTMPS417A	Manage/oversee an external audit of the establishment's quality system	SIRXINV004A	Buy merchandise
BSBCUS402B	Address customer needs	SIRXINV005A	Control inventory
Group C: Leadership units			
MTMP407B	Supervise new recruits	BSBINN301A	Promote innovation in a team environment
MTMPSR404C	Foster a learning culture in a meat enterprise	BSBLED401A	Develop teams and individuals
MTMPSR405C	Build productive and effective workplace relationships	BSBWOR402A	Promote team effectiveness
MTMPSR411A	Lead communication in the workplace		
Group D: Auditing units			
MTMPS415A	Conduct an internal audit of a documented program	FDFAU4003A	Conduct food safety audits
FDFAU4001A	Assess compliance with food safety programs	FDFAU4004A	Identify, evaluate and control food safety hazards
FDFAU4002A	Communicate and negotiate to conduct food safety audits		
Group E: Training units			
TAEASS401B	Plan assessment activities and processes	TAEASS402B	Assess competence

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Units with prerequisite units

Units with prerequisite units

The following units from this qualification contain prerequisite units.

Unit	Prerequisite
MTMCOR401C Manage own work performance	MTMCOR205A Communicate in the workplace
MTMCOR403A Participate in OH&S risk control process	MTMCOR204A Follow safe work policies and procedures
MTMCOR402C Facilitate Quality Assurance process	MTMCOR203A Apply Quality Assurance practices
MTMCOR404A Facilitate hygiene and sanitation performance	MTMCOR202A Apply hygiene and sanitation practices
MTMPS414B Monitor and overview the production of Uncooked Comminuted Fermented Meat (UCFM)	MTMCOR202A Apply hygiene and sanitation practices MTMCOR403A Participate in OH&S risk control process