



**Australian Government**

# **SIT20312 Certificate II in Kitchen Operations**

**Release 2**

## SIT20312 Certificate II in Kitchen Operations

### Modification History

The version details of this endorsed qualification are in the table below. The latest information is at the top.

Version	Comments
1.2	Imported unit updated. Editorial correction to unit title(s).
1.0	E Replaces and is equivalent to SIT20307 Certificate II in Hospitality (Kitchen Operations). Intent of the qualification remains unchanged. Total number of units reduced by 3. Core units reduced from 11 to 8 units. Title of qualification simplified.

### Description

This qualification reflects the role of individuals working in kitchens who use a defined and limited range of food preparation and cookery skills. They are involved in mainly routine and repetitive tasks and work under direct supervision. This qualification does not reflect the skills required by commercial cooks. Those skills are reflected in SIT30812 Certificate III in Commercial Cookery.

#### Job roles

This qualification provides a pathway to work in kitchen operations in organisations such as restaurants, hotels, catering operations, clubs, pubs, cafes, cafeterias, coffee shops and institutions such as aged care facilities, hospitals, prisons and schools.

Possible job titles include:

- breakfast cook
- catering assistant
- fast food cook
- sandwich hand
- take-away cook.

## **Pathways Information**

This qualification is suitable for VET in Schools (VETiS) delivery and for an Australian Apprenticeship pathway.

### ***Pathways into the qualification***

Individuals may enter SIT20312 Certificate II in Kitchen Operations with limited or no vocational experience and without a relevant lower level qualification.

### ***Pathways from the qualification***

After achieving SIT20312 Certificate II in Kitchen Operations, individuals could progress to Certificate III qualifications in commercial cookery, patisserie and catering operations.

## **Licensing/Regulatory Information**

No licensing, legislative, regulatory or certification requirements apply to this qualification at the time of endorsement.

## **Entry Requirements**

There are no entry requirements for this qualification.

## Employability Skills Summary

Employability Skill	Industry/enterprise requirements for this qualification include:
Communication	Interacting with colleagues in a polite and friendly manner, asking questions and actively listening to determine customer meal requests; interpreting verbal and written information on menu items, recipes and operational procedures; discussing operational and service difficulties with colleagues and supervisors.
Initiative and enterprise	Identifying and discussing with supervisors better ways to organise operational activities in the kitchen; seeking information on new technologies and suggesting their use to supervisors.
Learning	Participating in activities to learn new things about kitchen operations, new operational tasks and better ways of providing meal service; seeking and sharing information with colleagues on new recipes and menu items.
Planning and organising	Collecting and organising menu, recipe and procedural information to efficiently participate in operational activities in the kitchen; planning both operational and daily activities to ensure a smooth workflow which delivers a positive dining experience to the hospitality customer.
Problem-solving	Thinking about problems that relate to own role in kitchen operations; avoiding deadline problems by planning own day-to-day operational activities; identifying and resolving routine operational problems using predetermined policies and procedures to guide solutions; clarifying the extent of problems and requesting assistance from team members and supervisors to solve operational problems in the kitchen.
Self-management	Following policies and procedures for legal compliance; taking responsibility for servicing the hospitality customer and knowing when to refer difficulties to supervisors; seeking feedback and guidance from supervisors on success in kitchen activities.
Teamwork	Working as a kitchen team member, taking instructions from others and understanding own role in servicing the needs of the hospitality customer; supporting other team members to coordinate operational activities in the kitchen to ensure a positive dining experience for the hospitality customer.

Technology	Understanding the operating capability of kitchen tools and equipment and selecting and safely using them; selecting and using the right personal protective equipment to manage personal safety in the kitchen.
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## Packaging Rules

13 units must be completed:

- 8 core units
- 5 elective units, consisting of:
  - 3 units from the list below
  - 2 units from the list below, elsewhere in SIT12 Training Package, or any other current Training Package or accredited course.

The selection of electives must be guided by the job outcome sought, local industry requirements and the complexity of skills appropriate to the AQF level of this qualification.

### Core units

BSBWOR203B Work effectively with others

SITHCCC101 Use food preparation equipment \*

SITHCCC201 Produce dishes using basic methods of cookery \*

SITHCCC207 Use cookery skills effectively \*

SITHKOP101 Clean kitchen premises and equipment \*

SITXFSA101 Use hygienic practices for food safety

SITXINV202 Maintain the quality of perishable items\*

SITXWHS101 Participate in safe work practices

\*Prerequisite is SITXFSA101 Use hygienic practices for food safety

### Elective units

#### Administration

TLIE1005A Carry out basic workplace calculations

#### Client and Customer Service

SITXCCS202 Interact with customers

#### Commercial Cookery and Catering

SITHCCC102 Prepare simple dishes \*

SITHCCC103 Prepare sandwiches \*

SITHCCC104 Package prepared foodstuffs \*

SITHCCC202 Produce appetisers and salads \*

SITHCCC203 Produce stocks, sauces and soups \*

SITHCCC204 Produce vegetable, fruit, egg and farinaceous dishes \*

SITHCCC205 Produce cook-chill cook-chill and cook-freeze foods \*

SITHCCC206 Rethermalise chilled and frozen foods \*

\*Prerequisite is SITXFSA101 Use hygienic practices for food safety

#### Communication and Teamwork

BSBCMM201A Communicate in the workplace

#### Environmental Sustainability

BSBSUS201A Participate in environmentally sustainable work practices

#### First Aid

HLTAID003 Provide first aid

#### Food and Beverage

SITHFAB203 Prepare and serve non-alcoholic beverages \*

SITHFAB204 Prepare and serve espresso coffee \*

SITHFAB206 Serve food and beverage \*

\*Prerequisite is SITXFSA101 Use hygienic practices for food safety

**Food Safety**

SITXFSA201 Participate in safe food handling practices

SITXFSA202 Transport and store food

**Working in Industry**

SITHIND201 Source and use information on the hospitality industry

Examples of elective units relevant to specific job outcomes and contexts at this level are as follows:

**Breakfast cook**

SITHCCC102 Prepare simple dishes

SITHCCC103 Prepare sandwiches

SITHCCC204 Produce vegetable, fruit, egg and farinaceous dishes

SITHFAB203 Prepare and serve non-alcoholic beverages

SITHFAB204 Prepare and serve espresso coffee

**Cook in a cafe or small restaurant**

SITHCCC103 Prepare sandwiches

SITHCCC202 Produce appetisers and salads

SITHCCC204 Produce vegetable, fruit, egg and farinaceous dishes

SITHCCC206 Rethermalise chilled and frozen foods

SITXCCS202 Interact with customers

**Fast food cook**

SITHCCC102 Prepare simple dishes

SITHCCC103 Prepare sandwiches

SITHCCC204 Produce vegetable, fruit, egg and farinaceous dishes

SITHCCC206 Rethermalise chilled and frozen foods

SITHFAB203 Prepare and serve non-alcoholic beverages