

Qualification details



SIT60312 - Advanced Diploma of Hospitality

Summary

Releases:	Release	Status	Release date
	3	Current	2013/07/30
	2	Replaced	2013/03/01
	1	Replaced	2013/01/18

Usage recommendation: **Superseded**

Mapping:	Mapping	Notes	Date
	Is superseded by and equivalent to SIT60313 - Advanced Diploma of Hospitality	Intent of the qualification remains unchanged. SITHIND101 Use hygienic practices for hospitality service added to Group A Elective group. SITXFSA101 Use hygienic practices for food safety moved to Group A Elective group. Core units reduced from 17 to 16 units. Elective units increased from 16 to 17 units.	2013/10/11
	Supersedes and is equivalent to SIT60307 - Advanced Diploma of Hospitality	Replaces and is equivalent to SIT60307 Advanced Diploma of Hospitality. Intent of the qualification remains unchanged. Total number of units reduced by 14. Core units reduced from 29 to 17 units. Elective units reduced from 18 to 16 units. Less complex cross-sector units (AQF indicator 1 to 3) removed from core because those skills are subsumed by other core units.	2013/01/18

Training packages that include this qualification

Code	Title	Release
SIT12	Tourism, Travel and Hospitality Training Package	1.2

Units of competency

Code	Title	Essential
BSBADM502B	Manage meetings	Elective
BSBCMM401A	Make a presentation	Elective
BSBCRT301A	Develop and extend critical and creative thinking skills	Elective
BSBCRT501A	Originate and develop concepts	Elective
BSBDIV501A	Manage diversity in the workplace	Core
BSBFIA301A	Maintain financial records	Elective
BSBFIA302A	Process payroll	Elective
BSBFIA303A	Process accounts payable and receivable	Elective
BSBFIA304A	Maintain a general ledger	Elective
BSBFIA401A	Prepare financial reports	Elective
BSBFIM502A	Manage payroll	Elective

Code	Title	Essential
BSBFIM601A	Manage finances	Core
BSBFRA401B	Manage compliance with franchisee obligations and legislative requirements	Elective
BSBFRA402B	Establish a franchise	Elective
BSBFRA403B	Manage relationship with franchisor	Elective
BSBFRA502B	Manage a franchise operation	Elective
BSBHRM604A	Manage employee relations	Elective
BSBINN201A	Contribute to workplace innovation	Elective
BSBINN301A	Promote innovation in a team environment	Elective
BSBINN501A	Establish systems that support innovation	Elective
BSBINN502A	Build and sustain an innovative work environment	Elective
BSBITA401A	Design databases	Elective
BSBITU201A	Produce simple word processed documents	Elective
BSBITU203A	Communicate electronically	Elective
BSBITU301A	Create and use databases	Elective
BSBITU302B	Create electronic presentations	Elective
BSBITU306A	Design and produce business documents	Elective
BSBITU309A	Produce desktop published documents	Elective
BSBITU402A	Develop and use complex spreadsheets	Elective
BSBMGT515A	Manage operational plan	Core
BSBMGT516C	Facilitate continuous improvement	Elective
BSBMGT617A	Develop and implement a business plan	Core
BSBMKG401B	Profile the market	Elective
BSBRES401A	Analyse and present research information	Elective
BSBR501B	Manage risk	Elective
BSBSUS501A	Develop workplace policy and procedures for sustainability	Elective
BSBWOR204A	Use business technology	Elective
BSBWRT401A	Write complex documents	Elective
CPPCLO2001A	Maintain hard floor surfaces	Elective
CPPCLO2004A	Maintain carpeted floors	Elective
CPPCLO2009A	Clean glass surfaces	Elective
CPPCLO2010A	Clean ceiling surfaces and fittings	Elective
CPPCLO2017A	Clean wet areas	Elective
CPPCLO2019A	Sort and remove waste and recyclable materials	Elective
CPPCLO2035A	Maintain cleaning storage areas	Elective
CPPCLO3013A	Clean window coverings	Elective
CPPCLO3016A	Wash furniture and fittings	Elective
CPPSEC2012A	Monitor and control individual and crowd behaviour	Elective
CPPSEC3017A	Plan and conduct evacuation of premises	Elective
CPPSEC3018A	Provide for the safety of persons at risk	Elective
HLTAID003	Provide first aid	Elective
HLTAID005	Provide first aid in remote situations	Elective
MSS405070A	Develop and manage sustainable energy practices	Elective
PUAPOLGD015A	Employ media strategies	Elective
SIRXMER201	Merchandise products	Elective
SIRXRSK201	Minimise loss	Elective

Code	Title	Essential
SIRXSLS002A	Advise on products and services	Elective
SIRXSLS201	Sell products and services	Elective
SITHACS101	Clean premises and equipment	Elective
SITHACS201	Provide housekeeping services to guests	Elective
SITHACS202	Prepare rooms for guests	Elective
SITHACS203	Launder linen and guest clothes	Elective
SITHACS204	Provide porter services	Elective
SITHACS301	Provide valet service	Elective
SITHACS302	Conduct night audit	Elective
SITHACS303	Provide accommodation reception services	Elective
SITHASC201	Produce dishes using basic methods of Asian cookery	Elective
SITHASC202	Produce Asian appetisers and snacks	Elective
SITHASC203	Produce Asian stocks and soups	Elective
SITHASC204	Produce Asian sauces, dips and accompaniments	Elective
SITHASC205	Produce Asian salads	Elective
SITHASC206	Produce Asian rice and noodles	Elective
SITHASC207	Produce curry pastes and powders	Elective
SITHASC301	Produce Asian cooked dishes	Elective
SITHASC302	Produce Asian desserts	Elective
SITHASC303	Produce Japanese cooked dishes	Elective
SITHASC304	Produce sashimi	Elective
SITHASC305	Produce sushi	Elective
SITHASC306	Produce Japanese desserts	Elective
SITHASC307	Produce dim sum	Elective
SITHASC308	Produce Chinese roast meat and poultry dishes	Elective
SITHASC309	Produce tandoori dishes	Elective
SITHASC310	Produce Indian breads	Elective
SITHASC311	Produce Indian sweetmeats	Elective
SITHASC312	Produce Indian pickles and chutneys	Elective
SITHCCC103	Prepare sandwiches	Elective
SITHCCC104	Package prepared foodstuffs	Elective
SITHCCC201	Produce dishes using basic methods of cookery	Elective
SITHCCC202	Produce appetisers and salads	Elective
SITHCCC203	Produce stocks, sauces and soups	Elective
SITHCCC204	Produce vegetable, fruit, egg and farinaceous dishes	Elective
SITHCCC205	Produce cook-chill and cook-freeze foods	Elective
SITHCCC206	Rethermalise chilled and frozen foods	Elective
SITHCCC301	Produce poultry dishes	Elective
SITHCCC302	Produce seafood dishes	Elective
SITHCCC303	Produce meat dishes	Elective
SITHCCC304	Produce and serve food for buffets	Elective
SITHCCC305	Produce pates and terrines	Elective
SITHCCC306	Handle and serve cheese	Elective
SITHCCC307	Prepare food to meet special dietary requirements	Elective
SITHCCC308	Produce cakes, pastries and breads	Elective

Code	Title	Essential
SITHCCC309	Work effectively as a cook	Elective
SITHCCC401	Produce specialised food items	Elective
SITHCCC402	Prepare portion-controlled meat cuts	Elective
SITHFAB201	Provide responsible service of alcohol	Elective
SITHFAB202	Operate a bar	Elective
SITHFAB203	Prepare and serve non-alcoholic beverages	Elective
SITHFAB204	Prepare and serve espresso coffee	Elective
SITHFAB205	Provide room service	Elective
SITHFAB301	Operate and monitor cellar systems	Elective
SITHFAB302	Conduct a product tasting for alcoholic beverages	Elective
SITHFAB303	Prepare and serve cocktails	Elective
SITHFAB304	Provide advice on beers, spirits and liqueurs	Elective
SITHFAB305	Provide advice on Australian wines	Elective
SITHFAB306	Provide advice on imported wines	Elective
SITHFAB307	Provide table service of food and beverage	Elective
SITHFAB308	Provide silver service	Elective
SITHFAB309	Provide advice on food	Elective
SITHFAB310	Provide advice on food and beverage matching	Elective
SITHFAB311	Provide gueridon service	Elective
SITHFAB401	Plan and monitor espresso coffee service	Elective
SITHFAB501	Manage the sale or service of wine	Elective
SITHGAM201	Provide responsible gambling services	Elective
SITHGAM202	Attend gaming machines	Elective
SITHGAM203	Operate a TAB outlet	Elective
SITHGAM204	Conduct Keno games	Elective
SITHGAM301	Analyse and report on gaming machine data	Elective
SITHGAM302	Operate table games	Elective
SITHGAM303	Deal Baccarat games	Elective
SITHGAM304	Conduct Big Wheel games	Elective
SITHGAM305	Deal Blackjack games	Elective
SITHGAM306	Deal Poker games	Elective
SITHGAM307	Deal Pontoon games	Elective
SITHGAM308	Conduct Rapid Roulette games	Elective
SITHGAM309	Conduct Roulette games	Elective
SITHGAM310	Conduct Sic Bo games	Elective
SITHGAM501	Manage gaming activities	Elective
SITHIND201	Source and use information on the hospitality industry	Elective
SITHIND301	Work effectively in hospitality service	Elective
SITHKOP401	Plan and display buffets	Elective
SITHKOP402	Develop menus for special dietary requirements	Elective
SITHKOP403	Coordinate cooking operations	Elective
SITHKOP404	Plan catering for events or functions	Elective
SITHKOP501	Design and cost menus	Elective
SITHKOP502	Select catering systems	Elective
SITHPAT301	Produce cakes	Elective

Code	Title	Essential
SITHPAT302	Produce gateaux, torten and cakes	Elective
SITHPAT303	Produce pastries	Elective
SITHPAT304	Produce yeast based bakery products	Elective
SITHPAT305	Produce petits fours	Elective
SITHPAT306	Produce desserts	Elective
SITHPAT401	Prepare and model marzipan	Elective
SITHPAT402	Produce chocolate confectionery	Elective
SITHPAT403	Model sugar based decorations	Elective
SITHPAT404	Design and produce sweet buffet showpieces	Elective
SITTPPD501	Develop host community awareness of tourism	Elective
SITTPPD503	Research and analyse tourism data	Elective
SITTPPD601	Develop tourism products	Elective
SITTPPD602	Develop environmentally sustainable tourism operations	Elective
SITTPPD603	Develop culturally appropriate tourism operations	Elective
SITTTSL202	Access and interpret product information	Elective
SITTTSL303	Sell tourism products and services	Elective
SITTTSL304	Prepare quotations	Elective
SITTTSL305	Process reservations	Elective
SITTTSL306	Book supplier services	Elective
SITTTSL307	Process travel-related documentation	Elective
SITTTSL308	Use a computerised reservations or operations system	Elective
SITTTSL401	Maintain a product inventory	Elective
SITXADM501	Prepare and present proposals	Elective
SITXCCS301	Provide lost and found services	Elective
SITXCCS302	Provide club reception services	Elective
SITXCCS501	Manage quality customer service	Core
SITXCOM301	Address protocol requirements	Elective
SITXCOM401	Manage conflict	Elective
SITXCRI601	Manage a business continuity crisis	Elective
SITXEVT401	Plan in-house events or functions	Elective
SITXEVT503	Manage event staging components	Elective
SITXEVT505	Manage on-site event operations	Elective
SITXEVT601	Research event trends and practice	Elective
SITXEVT603	Determine event feasibility	Elective
SITXFIN401	Interpret financial information	Elective
SITXFIN402	Manage finances within a budget	Core
SITXFIN501	Prepare and monitor budgets	Core
SITXFIN601	Manage physical assets	Core
SITXFIN602	Manage revenue	Elective
SITXFSA101	Use hygienic practices for food safety	Core
SITXFSA201	Participate in safe food handling practices	Elective
SITXFSA202	Transport and store food	Elective
SITXFSA401	Develop and implement a food safety program	Elective
SITXGLC501	Research and comply with regulatory requirements	Core
SITXHRM401	Roster staff	Elective

Code	Title	Essential
SITXHRM402	Lead and manage people	Core
SITXHRM501	Recruit, select and induct staff	Core
SITXHRM502	Manage volunteers	Elective
SITXHRM503	Monitor staff performance	Core
SITXINV401	Control stock	Elective
SITXINV601	Establish stock purchasing and control systems	Elective
SITXLAN31__	Conduct oral communication in a language other than English	Elective
SITXLAN3101	Conduct oral communication in a language other than English (Arabic)	Elective
SITXLAN3102	Conduct oral communication in a language other than English (Indonesian)	Elective
SITXLAN3103	Conduct oral communication in a language other than English (Cantonese)	Elective
SITXLAN3104	Conduct oral communication in a language other than English (Dutch)	Elective
SITXLAN3105	Conduct oral communication in a language other than English (Finnish)	Elective
SITXLAN3106	Conduct oral communication in a language other than English (French)	Elective
SITXLAN3107	Conduct oral communication in a language other than English (German)	Elective
SITXLAN3108	Conduct oral communication in a language other than English (Greek)	Elective
SITXLAN3109	Conduct oral communication in a language other than English (Hindi)	Elective
SITXLAN3110	Conduct oral communication in a language other than English (Hungarian)	Elective
SITXLAN3111	Conduct oral communication in a language other than English (Italian)	Elective
SITXLAN3112	Conduct oral communication in a language other than English (Japanese)	Elective
SITXLAN3113	Conduct oral communication in a language other than English (Korean)	Elective
SITXLAN3114	Conduct oral communication in a language other than English (Malay)	Elective
SITXLAN3115	Conduct oral communication in a language other than English (Mandarin)	Elective
SITXLAN3116	Conduct oral communication in a language other than English (Polish)	Elective
SITXLAN3117	Conduct oral communication in a language other than English (Portuguese)	Elective
SITXLAN3118	Conduct oral communication in a language other than English (Russian)	Elective
SITXLAN3119	Conduct oral communication in a language other than English (Serbian)	Elective
SITXLAN3120	Conduct oral communication in a language other than English (Spanish)	Elective
SITXLAN3121	Conduct oral communication in a language other than English (Swedish)	Elective
SITXLAN3122	Conduct oral communication in a language other than English (Swiss German)	Elective
SITXLAN3123	Conduct oral communication in a language other than English (Taiwanese)	Elective
SITXLAN3124	Conduct oral communication in a language other than English (Thai)	Elective
SITXLAN3125	Conduct oral communication in a language other than English (Turkish)	Elective
SITXLAN3126	Conduct oral communication in a language other than English (Croatian)	Elective
SITXLAN3127	Conduct oral communication in a language other than English (Bosnian)	Elective
SITXLAN3128	Conduct oral communication in a language other than English (Australian Indigenous languages)	Elective
SITXLAN3129	Conduct oral communication in a language other than English (AUSLAN)	Elective
SITXLAN32__	Conduct complex oral communication in a language other than English	Elective
SITXLAN3201	Conduct complex oral communication in a language other than English (Arabic)	Elective
SITXLAN3202	Conduct complex oral communication in a language other than English (Indonesian)	Elective
SITXLAN3203	Conduct complex oral communication in a language other than English (Cantonese)	Elective
SITXLAN3204	Conduct complex oral communication in a language other than English (Dutch)	Elective
SITXLAN3205	Conduct complex oral communication in a language other than English (Finnish)	Elective

Code	Title	Essential
SITXLAN3206	Conduct complex oral communication in a language other than English (French)	Elective
SITXLAN3207	Conduct complex oral communication in a language other than English (German)	Elective
SITXLAN3208	Conduct complex oral communication in a language other than English (Greek)	Elective
SITXLAN3209	Conduct complex oral communication in a language other than English (Hindi)	Elective
SITXLAN3210	Conduct complex oral communication in a language other than English (Hungarian)	Elective
SITXLAN3211	Conduct complex oral communication in a language other than English (Italian)	Elective
SITXLAN3212	Conduct complex oral communication in a language other than English (Japanese)	Elective
SITXLAN3213	Conduct complex oral communication in a language other than English (Korean)	Elective
SITXLAN3214	Conduct complex oral communication in a language other than English (Malay)	Elective
SITXLAN3215	Conduct complex oral communication in a language other than English (Mandarin)	Elective
SITXLAN3216	Conduct complex oral communication in a language other than English (Polish)	Elective
SITXLAN3217	Conduct complex oral communication in a language other than English (Portuguese)	Elective
SITXLAN3218	Conduct complex oral communication in a language other than English (Russian)	Elective
SITXLAN3219	Conduct complex oral communication in a language other than English (Serbian)	Elective
SITXLAN3220	Conduct complex oral communication in a language other than English (Spanish)	Elective
SITXLAN3221	Conduct complex oral communication in a language other than English (Swedish)	Elective
SITXLAN3222	Conduct complex oral communication in a language other than English (Swiss German)	Elective
SITXLAN3223	Conduct complex oral communication in a language other than English (Taiwanese)	Elective
SITXLAN3224	Conduct complex oral communication in a language other than English (Thai)	Elective
SITXLAN3225	Conduct complex oral communication in a language other than English (Turkish)	Elective
SITXLAN3226	Conduct complex oral communication in a language other than English (Croatian)	Elective
SITXLAN3227	Conduct complex oral communication in a language other than English (Bosnian)	Elective
SITXLAN3228	Conduct complex oral communication in a language other than English (Australian Indigenous languages)	Elective
SITXLAN3229	Conduct complex oral communication in a language other than English (AUSLAN)	Elective
SITXLAN33__	Read and write information in a language other than English	Elective
SITXLAN3301	Read and write information in a language other than English (Arabic)	Elective
SITXLAN3302	Read and write information in a language other than English (Indonesian)	Elective
SITXLAN3303	Read and write information in a language other than English (Cantonese)	Elective
SITXLAN3304	Read and write information in a language other than English (Dutch)	Elective
SITXLAN3305	Read and write information in a language other than English (Finnish)	Elective
SITXLAN3306	Read and write information in a language other than English (French)	Elective
SITXLAN3307	Read and write information in a language other than English (German)	Elective
SITXLAN3308	Read and write information in a language other than English (Greek)	Elective
SITXLAN3309	Read and write information in a language other than English (Hindi)	Elective

Code	Title	Essential
SITXLAN3310	Read and write information in a language other than English (Hungarian)	Elective
SITXLAN3311	Read and write information in a language other than English (Italian)	Elective
SITXLAN3312	Read and write information in a language other than English (Japanese)	Elective
SITXLAN3313	Read and write information in a language other than English (Korean)	Elective
SITXLAN3314	Read and write information in a language other than English (Malay)	Elective
SITXLAN3315	Read and write information in a language other than English (Mandarin)	Elective
SITXLAN3316	Read and write information in a language other than English (Polish)	Elective
SITXLAN3317	Read and write information in a language other than English (Portuguese)	Elective
SITXLAN3318	Read and write information in a language other than English (Russian)	Elective
SITXLAN3319	Read and write information in a language other than English (Serbian)	Elective
SITXLAN3320	Read and write information in a language other than English (Spanish)	Elective
SITXLAN3321	Read and write information in a language other than English (Swedish)	Elective
SITXLAN3322	Read and write information in a language other than English (Swiss German)	Elective
SITXLAN3323	Read and write information in a language other than English (Taiwanese)	Elective
SITXLAN3324	Read and write information in a language other than English (Thai)	Elective
SITXLAN3325	Read and write information in a language other than English (Turkish)	Elective
SITXLAN3326	Read and write information in a language other than English (Croatian)	Elective
SITXLAN3327	Read and write information in a language other than English (Bosnian)	Elective
SITXLAN3328	Read and write information in a language other than English (Australian Indigenous languages)	Elective
SITXLAN3329	Read and write information in a language other than English (AUSLAN)	Elective
SITXLAN34__	Read and write documents in a language other than English	Elective
SITXLAN3401	Read and write documents in a language other than English (Arabic)	Elective
SITXLAN3402	Read and write documents in a language other than English (Indonesian)	Elective
SITXLAN3403	Read and write documents in a language other than English (Cantonese)	Elective
SITXLAN3404	Read and write documents in a language other than English (Dutch)	Elective
SITXLAN3405	Read and write documents in a language other than English (Finnish)	Elective
SITXLAN3406	Read and write documents in a language other than English (French)	Elective
SITXLAN3407	Read and write documents in a language other than English (German)	Elective
SITXLAN3408	Read and write documents in a language other than English (Greek)	Elective
SITXLAN3409	Read and write documents in a language other than English (Hindi)	Elective
SITXLAN3410	Read and write documents in a language other than English (Hungarian)	Elective
SITXLAN3411	Read and write documents in a language other than English (Italian)	Elective
SITXLAN3412	Read and write documents in a language other than English (Japanese)	Elective
SITXLAN3413	Read and write documents in a language other than English (Korean)	Elective
SITXLAN3414	Read and write documents in a language other than English (Malay)	Elective
SITXLAN3415	Read and write documents in a language other than English (Mandarin)	Elective
SITXLAN3416	Read and write documents in a language other than English (Polish)	Elective
SITXLAN3417	Read and write documents in a language other than English (Portuguese)	Elective
SITXLAN3418	Read and write documents in a language other than English (Russian)	Elective
SITXLAN3419	Read and write documents in a language other than English (Serbian)	Elective
SITXLAN3420	Read and write documents in a language other than English (Spanish)	Elective
SITXLAN3421	Read and write documents in a language other than English (Swedish)	Elective
SITXLAN3422	Read and write documents in a language other than English (Swiss German)	Elective
SITXLAN3423	Read and write documents in a language other than English (Taiwanese)	Elective

Code	Title	Essential
SITXLAN3424	Read and write documents in a language other than English (Thai)	Elective
SITXLAN3425	Read and write documents in a language other than English (Turkish)	Elective
SITXLAN3426	Read and write documents in a language other than English (Croatian)	Elective
SITXLAN3427	Read and write documents in a language other than English (Bosnian)	Elective
SITXLAN3428	Read and write documents in a language other than English (Australian Indigenous languages)	Elective
SITXLAN3429	Read and write documents in a language other than English (AUSLAN)	Elective
SITXMG401	Monitor work operations	Core
SITXMG501	Establish and conduct business relationships	Core
SITXMG502	Manage projects	Elective
SITXMP401	Coordinate production of brochures and marketing materials	Elective
SITXMP402	Create a promotional display or stand	Elective
SITXMP403	Plan and implement sales activities	Elective
SITXMP404	Coordinate marketing activities	Elective
SITXMP405	Participate in cooperative online marketing initiatives	Elective
SITXMP501	Obtain and manage sponsorship	Elective
SITXMP502	Develop and implement marketing strategies	Core
SITXWHS301	Identify hazards, assess and control safety risks	Elective
SITXWHS601	Establish and maintain a work health and safety system	Core
TAEDEL404A	Mentor in the workplace	Elective

Classifications

Scheme	Code	Name
ANZSCO Identifier	141900	Other Accommodation And Hospitality Managers
ASCED Qualification/Course Field of Education Identifier	0803	Business And Management
ASCO (occupation type) Identifier	3329	Other Hospitality And Accommodation Managers
Qualification/Course Level of Education Identifier	411	Advanced Diploma
Taxonomy - Industry Sector	N/A	Hospitality
Taxonomy - Occupation	N/A	Motel Manager, Hospitality Manager

Classifications history

Scheme	Code	Name	Start date	End date
ANZSCO Identifier	141900	Other Accommodation And Hospitality Managers	2013/08/07	
ASCO (occupation type) Identifier	3329	Other Hospitality And Accommodation Managers	2013/08/07	
ASCED Qualification/Course Field of Education Identifier	0803	Business And Management	2013/08/07	
Qualification/Course Level of Education Identifier	411	Advanced Diploma	2013/01/18	