



Australian Government

Department of Education, Employment and Workplace Relations

FDF30610 Certificate III in Retail Baking (Bread)

Revision Number: 2

FDF30610 Certificate III in Retail Baking (Bread)

Modification History

November 2011: updates to imported units, minor edits.

Description

This qualification covers the retail baking - bread specialisation within the food processing industry.

Job Roles The Certificate III in Retail Baking (Bread) provides trade baking skills and knowledge for those working in a retail baking environment with a focus on bread baking.

Some units imported into this qualification from the SIR07 Retail Services and SIT07 Tourism, Hospitality and Events Training Packages require prerequisite units in hygiene and food safety from the source Training Packages. These prerequisite units have not been imported as they duplicate food safety units already required as core skills within the Food Processing Training Package qualifications. If selecting these units, the RTO should facilitate recognition of the FDF units as suitable prerequisite unit alternatives.

Note: AgriFood Skills Australia expects that the design of any training delivery and assessment program to support the achievement of this qualification is based on:

- the context required by the industry and/or enterprise
- a holistic and integrated training delivery and assessment plan that identifies learning activities and evidence required
- flexible delivery options including on-the-job and work-based training that support the development of competency.
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Pathways Information

Pathways into the qualification Pathways for candidates considering this qualification include:

- FDF20510 Certificate II in Retail Baking Assistance
- direct entry
- relevant vocational training and/or work experience.

Pathways from the qualification After achieving this qualification, candidates may undertake FDF40110 Certificate IV in Food Processing or other suitable Certificate IV qualifications.

Licensing/Regulatory Information

Licensing, Legislative, Regulatory or Certification Considerations There is no direct link between this qualification and licensing, legislative and/or regulatory requirements. However, all work must comply with food safety, occupational health and safety (OHS) and environmental regulations and legislation that apply to the workplace.

Entry Requirements

Not applicable.

Employability Skills Summary

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY

Certificate III in Retail Baking (Bread)

The following table contains a summary of the employability skills as identified by the retail baking industries for this qualification. This table should be interpreted in conjunction with the detailed requirements of each unit of competency packaged in this qualification. The outcomes described here are broad industry requirements that reflect skill requirements for this level.

Employability Skill	Industry/enterprise requirements for this qualification include:
Communication	<ul style="list-style-type: none"> • Confirm relevant industry and workplace requirements • Understand personal and team requirements of relevant industry and workplace standards, regulations and policies • Complete standard documentation • Use communication technologies efficiently • Provide relevant work-related information to others • Ensure records are accurate and legible • Establish effective working relationships with colleagues • Undertake interactive workplace communication • Support team communication practices
Teamwork	<ul style="list-style-type: none"> • Implement work team reporting requirements • Work as a team member • Implement team tasks in accordance with regulatory and workplace requirements • Work cooperatively with people of different ages, gender, race or religion • Undertake appropriate and effective communication with team members
Problem-solving	<ul style="list-style-type: none"> • Identify risks and implement risk control measures for machinery and equipment • Identify and address problems and faults • Use problem solving techniques to determine work requirements • Assess processes and outcomes against quality criteria • Identify non-compliances • Comply with environmental standards and requirements of the workplace
Initiative and enterprise	<ul style="list-style-type: none"> • Contribute to continuous improvement processes • Seek and provide feedback on procedures and processes • Identify non-conformances to quality standards and take appropriate action • Rectify problems promptly and appropriately

EMPLOYABILITY SKILLS QUALIFICATION SUMMARY	
	<ul style="list-style-type: none"> • Implement food safety procedures • Monitor and adjust activity in response to operational variations • Identify, assess and act on existing and potential risks
Planning and organising	<ul style="list-style-type: none"> • Determine work requirements in order to meet output targets • Identify priorities and variables that impact on work planning • Ensure work tools are ready and available for operations • Plan activities to meet work targets
Self-management	<ul style="list-style-type: none"> • Manage own work to meet performance criteria • Conduct regular housekeeping activities to keep work area clean and tidy at all times • Maintain currency of relevant work-related information • Monitor own work against quality standards and identify areas for improvement • Understand own work activities and responsibilities • Identify and apply safety procedures, including the use of protective equipment • Manage work load priorities and timelines • Comply with environmental standards and requirements of the workplace
Learning	<ul style="list-style-type: none"> • Recognise limits of own expertise and seek skill development if required • Assess competencies in meeting job requirements • Ask questions to expand own knowledge • Maintain skill and knowledge currency • Participate in learning and development opportunities
Technology	<ul style="list-style-type: none"> • Use baking machines and equipment in correct operational mode • Monitor machine operation • Perform minor maintenance on machinery • Work with technology safely and according to workplace standards

Packaging Rules

Packaging Rules

This qualification requires the achievement of **thirteen (13)** units of competency in accordance with the following rules.

Nine (9) Core units

Four (4) Elective units

Elective selection must include:

- Two (2) Group A elective units

Two (2) remaining elective units may be selected from:

- Group A elective units below, not previously selected
- Units packaged at Group A in FDF20510 Certificate II in Retail Baking Assistance
- Units packaged at FDF40110 Certificate IV in Food Processing (maximum of 1)
- Units from any nationally endorsed Training Package and accredited course that are packaged at Certificate I level (maximum 1 unit), Certificate II level (maximum 1 unit) and Certificate III level

NOTE: Units marked with an asterisk (*) require completion of prerequisite unit/s which is identified under the unit.

CORE UNITS

Complete all nine (9) core units.

FDFFS2001A	Implement the food safety program and procedures
FDFOHS3001A	Contribute to OHS processes
FDFOP2061A	Use numerical applications in the workplace
FDFOP2064A	Provide and apply workplace information
FDFRB3002A	Produce bread dough
FDFRB3005A	Bake bread
FDFRB3010A	Process dough
FDFRB3011A	Diagnose and respond to product and process faults (bread)* <i>FDFRB3002A Produce bread dough</i> <i>FDFRB3005A Bake bread</i> <i>FDFRB3010A Process dough</i>
MSAENV272B	Participate in environmentally sustainable work practices

GROUP A

Select a minimum of two (2) Group A elective units.

FDFOP3005A	Prepare food products using basic cooking methods* <i>FDFFS2001A Implement the food safety program and procedures</i>
FDFOP3006A	Identify cultural, religious and dietary requirements for food

	products
FDFPPL3003A	Support and mentor individuals and groups
FDFRB3008A	Store, handle and use frozen dough
FDFRB3009A	Retard dough
FDFRB3013A	Produce artisan breads* <i>FDFRB3002A Produce bread dough</i> <i>FDFRB3005A Bake bread</i> <i>FDFRB3010A Process dough</i>
FDFRB3016A	Plan and schedule production for retail bakery
FDFRB3017A	Participate in product development
FDFTEC3001A	Participate in a HACCP team* <i>FDFFS2001A Implement the food safety program and procedures</i>
BSBCUS301A	Deliver and monitor a service to customers
BSBSMB401A	Establish legal and risk management requirements of small business
HLTFA301C	Apply first aid
MSACMS401A	Ensure process improvements are sustained
SITHFAB012B	Prepare and serve espresso coffee
TLIA3038A	Control and order stock