Australian Government

Department of Education, Employment and Workplace Relations

RII60709 Advanced Diploma of Surface Coal Mining Management

Release: 2

ISC INDUSTRY SKILLS COUNCILS
Creating Australia's Future

RII60709 Advanced Diploma of Surface Coal Mining Management

Modification History

Not applicable.

Description

The Advanced Diploma of Surface Coal Mining Management covers the role of open cut coal mine managers who perform tasks that are broad, specialised, complex and technical and include strategic areas and initiating activities. They are required to demonstrate self-directed application of theoretical and technical knowledge and initiate solutions to technical problems or management requirements.

Pathways Information

Not applicable.

Licensing/Regulatory Information

Not applicable.

Entry Requirements

Not applicable.

SkillsDMC

Employability Skills Summary

The following table includes a summary of the employability skills as identified by the resources and infrastructure industry for this qualification. The table should be interpreted in conjunction with the detailed requirements of each unit of competency packaged in this qualification. The outcomes required here are broad industry requirements that may vary depending on packaging options.

Employability Skill	Industry/enterprise requirements for this qualification include:
Communication	- provide clear and direct feedback - listen carefully to instructions and information - read and interpret project plans and safety signs - calculate basic weights, distances and volumes - complete accurate work plans, technical reports, risk assessments, etc - negotiate solutions to customer and workplace based issues - negotiate project details with clients - network with other professionals working in the same field
Teamwork	- plan and lead team performance and operations - coordinate project activities and timelines with clients - work cooperatively with people of different ages, gender, race, religion or political persuasion - provide feedback and advice to staff - lead site-wide planning and coordination activities
Problem-solving	- re-allocate staff and resources in response to changing weather, site conditions and priorities - manage staff to solve problems and coordinate individual responsibilities and activities - work cooperatively with clients to resolve contract and operational issues - manage the ongoing review and adjustment of operations against performance indicators and project milestones
Initiative and enterprise	- act independently to identify potential improvements to working practice and conditions - identify and take steps to resolve risks in the workplace - encourage the exploration and application of innovative approaches to improve on operational performance
Planning and organising	- manage and coordinate time and priorities for self and team - identify and obtain appropriate personnel and resources for work - ensure that risks are assessed and appropriate emergency plans are in place - ensure that project planning incorporates the possibility of adapting to future changes

Self-management	• take responsibility for ensuring team targets and goals are achieved • understand the standard of work expected at the work site • proactively manage team performance • develop trust and confidence in staff and customers
Learning	• be willing to learn new ways of working • seek information to improve performance from people and workplace documents like policies, procedures etc • understand equipment characteristics, technical capabilities, limitations and procedures • lead change and continuous improvement processes • manage learning and development plans • prepare and lead formal or informal training sessions
Technology	• apply a range of basic IT skills in monitoring and reporting on systems • operate equipment safely and according to manufacturer and workplace guidelines • use communications technology appropriate to the workplace (email, mobile, radio, etc) • computer technology is used to monitor and communicate project status • use IT to create documents and maintain records of work activities

Packaging Rules

Requirements for completion of the qualification

The following table provides the packaging rules for this qualification, followed by the list of relevant units of competency.

Successful completion of fourteen (14) units of competency made up of:

- six (6) Core units, and
- eight (8) elective units including:
- four (4) from the Group A electives listed below
- four (4) from the Group B electives listed below

Units of competency chosen must be relevant to the competency requirements for the job function.

Care must be taken to ensure that all prerequisites specified within imported units, or units chosen as electives, are complied with.

Core units of competency	
Unit code	*Unit title*
RIIRIS601A	Establish and maintain the risk management system
RIIENV601A	Establish and maintain the environmental management system
RIIGOV601A	Establish, maintain and develop a statutory compliance management system
RIIOHS601A	Establish and maintain the occupational health and safety management system
RIIQUA601A	Establish and maintain a quality system
RIIERR601A	Establish and maintain mine emergency preparedness and response systems
Group A electives	
Unit code	*Unit title*
RIIMEX601A	Plan pit development
RIIWMG601A	Establish and maintain water management system
RIISRM601A	Establish and maintain the stockpile management system
RIIWBP601A	Establish and maintain waste and by-product management system
RIISAM601A	Establish and maintain plant, equipment and infrastructure maintenance system
RIIUND602A	Establish and maintain mine services systems
RIIMEX602A	Establish and maintain surface mining ground control and slope stability systems

RIIRAI601A	Establish and maintain the site infrastructure and fixed plant systems
Group B electives	
Unit code	*Unit title*
RIIERR504A	Manage major incidents and emergencies
BSBPMG609A	Direct procurement and contracting for a project program
RIIBEF601A	Conduct business negotiations
BSBMGT616A	Develop and implement strategic plans
BSBMGT617A	Develop and implement a business plan
BSBMGT605B	Provide leadership across the organisation
BSBINM601A	Manage knowledge and information
BSBMGT608B	Manage innovation and continuous improvement
BSBFIM501A	Manage budgets and financial plans