



**Australian Government**

# **SIRXIND002 Organise and maintain the store environment**

**Release: 1**

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## Modification History

Not applicable.

## Application

This unit describes the performance outcomes, skills and knowledge required to organise, clean and maintain the work environment to ensure optimal workplace appearance and safety.

It applies to individuals working in frontline operational roles in a diverse range of industry sectors and business contexts. They operate with some independence under general supervision and guidance from others, and within established organisational policies and procedures.

No occupational licensing, certification or specific legislative requirements apply to this unit at the time of publication.

## Pre-requisite Unit

Nil

## Competency Field

Working in Industry

## Unit Sector

Cross-Sector

## Elements and Performance Criteria

### ELEMENTS

Elements describe the essential outcomes

1. Clean the store environment.
2. Maintain the store environment.

### PERFORMANCE CRITERIA

Performance criteria describe the performance needed to demonstrate achievement of the element.

- 1.1.Clean work areas according to work health and safety requirements and organisational procedures.
- 1.2.Use and store cleaning products and equipment according to manufacturer instructions.
- 1.3.Complete cleaning tasks safely and efficiently with minimum inconvenience to customers and team members.
- 2.1.Store products and equipment in designated storage areas to minimise hazards and maintain the store appearance.
- 2.2.Sort, recycle, and dispose of waste according to organisational

procedures.

2.3.Ensure customer services and point of sale areas are adequately stocked to minimise disruption when serving customers.

2.4.Identify and remove potential workplace hazards within scope of responsibility, and report any unresolved hazards to relevant personal.

## Foundation Skills

Foundation skills essential to performance in this unit, but not explicit in the performance criteria are listed here, along with a brief context statement.

<b>SKILLS</b>	<b>DESCRIPTION</b>
Reading skills to:	<ul style="list-style-type: none"><li>interpret manufacturers' instructions, warning labels and instructions for the use of chemicals and hazardous substances.</li></ul>
Numeracy skills to:	<ul style="list-style-type: none"><li>follow simple dilution ratios for cleaning products.</li></ul>

## Unit Mapping Information

No equivalent unit.

## Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=ca051b1b-5101-4ec2-ac1c-49699303188d>