



**Australian Government**

**Department of Education, Employment and Workplace Relations**

# **FDF10111 Certificate I in Food Processing**

**Release 2**

## **FDF10111 Certificate I in Food Processing**

### **Modification History**

This Qualification supersedes but is not equivalent to FDF10110 Certificate I in Food Processing and FDF10403 Certificate I in Food Processing (Wine).

September 2012: Replacement of superseded imported Units

November 2011: Inclusion of two (2) new elective wine Units, and updates to imported Units.

## Description

This Qualification covers a range of food processing industries, such as:

- Grain processing (including stock feed, animal feeds, milling wheat, barley, oats and flour milling)
- Baking (including large scale production of cakes, pastry, bread, biscuits and plant baking)
- Retail baking
- Beverages (including juices, soft drinks, cordials, aerated and still waters, energy drinks and other modified beverages, such as vitamin and antioxidant beverages, coffee, tea and ice)
- Confectionery
- Dairy processing
- Fruit and vegetables
- Grocery products and supplies (including honey, jams, spreads, sauces, dressings, condiments, spices, edible oils and fats and pasta)
- Poultry.

## Job Roles

The Certificate I in Food Processing is an introductory Qualification to food, beverage and grain processing that provides basic skills relevant to all FDF10 Food Processing Training Package sectors apart from pharmaceutical manufacturing. The Qualification is designed for application in a highly supervised context, such as VET in schools, induction to industry, or other equivalent introduction environments.

## Additional Qualification advice

Units selected from other Training Packages must be relevant to the work outcome, local industry requirements and the Qualification level.

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.

## **Pathways Information**

### **Pathways into the Qualification**

Pathways for candidates considering this Qualification include direct entry.

### **Pathways from the Qualification**

After achieving this Qualification, candidates may move into employment in a food, beverage or grain processing enterprise and undertake the FDF20110 Certificate II in Food Processing, FDF20510 Certificate II in Retail Baking or FDF20210 Certificate II in Pharmaceutical Manufacturing, or any other suitable Qualification according to the needs of the enterprise and higher level job functions.

## **Licensing/Regulatory Information**

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

### Certificate I in Food Processing

The following table contains a summary of the employability skills as identified by the Food Processing 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"> <li>• Complete all reporting as required.</li> <li>• Receive and relay oral and written messages.</li> <li>• Read and apply workplace procedures and instructions.</li> <li>• Communicate information about problems with work.</li> </ul>
Teamwork	<ul style="list-style-type: none"> <li>• Work as a team member.</li> <li>• Identify own role and responsibilities within a team.</li> <li>• Share workplace information.</li> </ul>
Problem-solving	<ul style="list-style-type: none"> <li>• Recognise and report any workplace hazards.</li> <li>• Identify common problems and take required action.</li> <li>• Follow workplace food safety procedures.</li> </ul>
Initiative and enterprise	<ul style="list-style-type: none"> <li>• Inspect quality of work on an ongoing basis.</li> <li>• Take appropriate corrective action to routine work problems.</li> <li>• Select appropriate equipment.</li> <li>• Distinguish between urgent and non-urgent tasks.</li> </ul>
Planning and organising	<ul style="list-style-type: none"> <li>• Identify work requirements.</li> <li>• Identify work priorities.</li> <li>• Plan work activities to meet daily work requirements.</li> <li>• Direct items to the correct area for further processing.</li> <li>• Identify and use relevant personal protective equipment.</li> <li>• Organise work area to maintain housekeeping standards.</li> <li>• Organise relevant equipment and tools.</li> </ul>
Self-management	<ul style="list-style-type: none"> <li>• Identify personal responsibilities and work requirements.</li> <li>• Manage time to meet own work requirements.</li> <li>• Plan activity to meet own work requirements.</li> <li>• Keep the work area clean and tidy at all times.</li> <li>• Monitor the quality of own work against quality standards.</li> <li>• Follow OHS practices.</li> <li>• Identify safety requirements for working in food processing industry.</li> <li>• Seek assistance from other team members where appropriate.</li> </ul>
Learning	<ul style="list-style-type: none"> <li>• Check work outcomes against workplace standards and identify inconsistencies.</li> </ul>

	<ul style="list-style-type: none"><li>• Assess own ability to meet job requirements.</li><li>• Listen to feedback and advice of supervisors.</li><li>• Identify own skill requirements and seek skill development if required.</li><li>• Attend training or skill development activities.</li><li>• Ask questions to expand own knowledge.</li><li>• self-check numerical information.</li></ul>
Technology	<ul style="list-style-type: none"><li>• Use work tools, machines and equipment safely and according to workplace procedures.</li><li>• Use manual handling technologies in the workplace.</li><li>• Use information technology devices as required.</li></ul>

## Packaging Rules

This Qualification requires the achievement of **nine (9)** Units of Competency in accordance with the following rules.

**Total Units must include a minimum of five (5) Units coded FDF.**

**Five (5) 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 in any Certificate I or II level Food Processing Training Package Qualification
- Units from any nationally endorsed Training Package and accredited course that are packaged at Certificate I level or Certificate II level (maximum 1 Unit)

## CORE UNITS

Complete all five (5) core Units:

FDFFS1001A	Follow work procedures to maintain food safety#
FDFOHS1001A	Work safely
FDFOP1009A	Follow work procedures to maintain quality
FDFOP1010A	Communicate workplace information
MSAENV272B	Participate in environmentally sustainable work practices

# In the case where this Qualification is to be applied in a work environment where food is processed for non-human consumption, such as pet food and stock feed or other situations where human food safety skills are not required, then this Unit may be replaced by **FDFOP2062A Apply work procedures to maintain integrity of product.**

## ELECTIVE UNITS

### GROUP A

Select a minimum of two (2) Group A Cross Sector elective Units

FDFOP1001A	Pack or unpack product manually
FDFOP1002A	Operate automated washing equipment
FDFOP1003A	Carry out manual handling tasks

FDFOP1004A	Prepare basic mixes
FDFOP1005A	Operate basic equipment
FDFOP1006A	Monitor process operation
FDFOP1007A	Participate effectively in a workplace environment
FDFOP1008A	Take and record basic measurements
FDFOP2061A	Use numerical applications in the workplace
FDFRB1001A	Finish products
FDFWIN1001A	Identify key operations in wine production
FDFWIN1002A	Identify viticulture processes
SIRXCCS201	Apply point-of-sale handling procedures
SIRXCCS202	Interact with customers
SIRXICT001A	Operate retail technology
SIRXINV001A	Perform stock control procedures
SIRXSLS201	Sell products and services
TLIA2014A	Use product knowledge to complete work operations