



Australian Government

SIF40125 Certificate IV in Funeral Services

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Modification History

Release	Comments
1	This qualification was first released in SIF Funeral Services Release 3.0.

Qualification Description

This qualification reflects the role of individuals who perform a broad range of specialised activities and functions in relation to a funeral home, cemetery or crematorium.

These individuals work autonomously, with responsibility for own outputs and those of others in a team.

These individuals, depending on their expertise, may work in:

- funeral homes, as a funeral director responsible for all aspects of the conduct of funerals and the coordination and supervision of their team
- cemeteries or crematorium, managing burials, burial works and cremation services or managing grounds and maintenance works and activities.

Licensing/Regulatory Information

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

Entry Requirements

This qualification has no entry requirements.

Packaging Rules

14 units must be completed:

- **5 core units**
- **9 elective units** comprised of:
 - a minimum of 5 elective units must be selected from the elective units listed below

- a maximum of 4 elective units, first packaged at AQF level 3, 4 or 5 may be selected from elsewhere in SIF Funeral Services Training Package, or any other current Training Package or accredited course. Refer to the AQF packaging of Funeral Services units in the Companion Volume Implementation Guide.

In all cases, selection of electives must be guided by the job outcome, local industry requirements and the characteristics of this qualification (as per the AQF descriptors).

Core units	
SIFXIND002	Work effectively in the funeral services industry
SIFXIND003	Deal with grief responses
SIFXMGT001	Coordinate teams
SIFXMGT003	Supervise staff
SIFXWHS003	Implement and monitor work health and safety procedures
Elective units	
<i>Administration and Quality</i>	
SIFXADQ001	Control and order goods
<i>Building and Grounds Maintenance</i>	
SIFCBGM007	Evaluate building and grounds maintenance and development needs
SIFCBGM008	Coordinate building and grounds maintenance and development
<i>Cemetery and Crematoria Administration and Coordination</i>	
AHCWRK317	Coordinate work site activities
<i>Client Service and Sales</i>	
SIFXCSS002	Advise on funeral and burial products and services
SIFXCSS003	Advise on pre-need funeral and burial products and services
<i>Contract Management</i>	

TLIR4002	Source goods/services and evaluate contractors
TLIR0004	Negotiate a contract
<i>Event Management</i>	
SITEEVT027	Organise event infrastructure
SITEEVT028	Manage on-site event operations
<i>Funeral Operations</i>	
SIFFFN004	Arrange and oversee viewings
SIFFFN005	Arrange funerals
SIFFFN006	Arrange intrastate and interstate repatriations
SIFFFN007	Arrange international repatriations
SIFFFN008	Coordinate funeral operations
SIFFFN009	Conduct funerals
SIFFFN010	Plan and conduct funeral ceremonies
<i>Human Resources</i>	
SIRXHRM001	Recruit, select and induct team members
<i>Industry</i>	
SIFXIND004	Participate in industry networks
<i>Marketing and Public Relations</i>	
SIFXMPR002	Make presentations to community groups
SIFXMPR003	Prepare and conduct tours
SIFXMPR004	Liaise with the media
SITXMPR009	Coordinate production of brochures and marketing materials
<i>Small Business Management</i>	

BSBESB401	Research and develop business plans
BSBESB403	Plan finances for new business ventures
BSBESB406	Establish operational strategies and procedures for new business ventures
BSBESB407	Manage finances for new business ventures
<i>Sustainability</i>	
BSBSUS411	Implement and monitor environmentally sustainable work practices
<i>Training and Education</i>	
TAEDEL311	Provide work skill instruction
<i>Work Health and Safety</i>	
SIFCWHS001	Identify hazards and assess risks in a cemetery or crematorium
SIFEWHS002	Review and develop mortuary work health and safety policies and procedures
SIFXWHS004	Implement and monitor infection and contamination control practices

Pre-requisite Requirements

There are no prerequisites requirements for this qualification

Qualification Mapping Information

Current Code and Title	Previous Code and Title	Comments	Equivalence
SIF40125 Certificate IV in Funeral Services	SIF40113 Certificate IV in Funeral Services	All superseded imported units have been replaced with the most current unit.	Equivalent

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Links

Companion volumes, including implementation guides, are found in TGA -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=c2c3131e-4418-4aa3-8ff1-a855c95f7fd6>