



Australian Government

SIT31013 Certificate III in Catering Operations

Release 1

SIT31013 Certificate III in Catering Operations

Modification History

The version details of this endorsed qualification are in the table below. The latest information is at the top.

Version	Comments
1.0	Replaces and is equivalent to SIT31012 Certificate III in Catering Operations. Intent of the qualification remains unchanged. HLTFA311A Apply first aid replaced with HLTAID003 Provide first aid.

Description

This qualification reflects the role of those individuals working in catering operations who use a range of cookery skills. They use discretion and judgement and have a sound knowledge of kitchen operations. They work with some independence and under limited supervision and may provide operational advice and support to team members. This qualification does not reflect the skills required by commercial cooks. Those skills are reflected in SIT30813 Certificate III in Commercial Cookery.

This qualification is suitable for an Australian Apprenticeship pathway.

Job roles

This qualification provides a pathway to work in various catering settings such as hospitals and aged care facilities, sporting and entertainment venues, hotel banqueting departments, cook-chill production kitchens and mobile catering businesses of varying size

Possible job titles include:

- catering assistant
- cook
- food service assistant.

Pathways Information

Pathways into the qualification

Individuals may enter SIT31013 Certificate III in Catering Operations with limited or no vocational experience and without a lower level qualification.

Pathways from the qualification

After achieving SIT31013 Certificate III in Catering Operations, individuals could progress to SIT40613 Certificate IV in Catering Operations.

Licensing/Regulatory Information

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

Entry Requirements

There are no entry requirements for this qualification.

Employability Skills Summary

Employability Skill	Industry/enterprise requirements for this qualification include:
Communication	Interpreting food preparation lists and discussing with colleagues and supervisors to determine the operational requirements of the food production period; interpreting verbal and written information about recipes, food items and customer requirements to ensure quality products; negotiating acceptable solutions to operational problems in the kitchen and customer feedback.
Initiative and enterprise	Identifying and suggesting ways to improve kitchen operations and service efficiency; generating and suggesting ideas for new or improved recipes and food items.
Learning	Knowing own product knowledge and cooking skill strengths and weaknesses, being aware of opportunities to learn and participating in cooking professional development activities; seeking and sharing information with colleagues on new food trends, products, services and suppliers; coaching others in job skills.
Planning and organising	Collecting, analysing and organising food preparation lists, recipes, and procedural information to efficiently plan the production of food items; collecting and analysing information to meet the specific needs of the customer group; setting timelines, organising own work flow to produce food items to meet operational, customer requirements and service standards of the business; adjusting timelines and pacing food production throughout the food production period to meet changing operational requirements.
Problem-solving	Anticipating problems that may arise with kitchen operational and service activities; mitigating problems by planning kitchen operational activities; identifying and clarifying the extent of problems; taking responsibility for solving operational and service issues; referring high-level problems to supervisors and participating in the solution; using discretion and judgement as well as predetermined policies and procedures to guide solutions to operational problems in the kitchen.
Self-management	Understanding and following policies and procedures for legal compliance; organising own work priorities for the food production period; taking responsibility for own job role in servicing the customer and for resolving operational problems in the kitchen; thinking about own work performance and seeking feedback and guidance on success in cooking activities.
Teamwork	Working as a skilled team member to deliver the quality food production and service goals of the business; taking responsibility for own role in kitchen operations; working collaboratively as a

	team member by giving and receiving instructions and providing feedback and assistance to other team members; providing guidance and instruction to assistant or trainee kitchen team members.
Technology	Understanding the operating capability of, selecting and using kitchen tools and equipment, computer systems, software and information systems that assist in cooking activities; selecting and using the right personal protective equipment to manage personal safety in the kitchen.

Packaging Rules

21 units must be completed:

- 13 core units
- 8 elective units, consisting of:
 - 1 unit from Group A
 - 3 units from Group A or Group B
 - 4 units from Group B, Group C, elsewhere in SIT12 Training Package, or any other current Training Package or accredited course.

The selection of electives must be guided by the job outcome sought, local industry requirements and the complexity of skills appropriate to the AQF level of this qualification.

Core units

BSBSUS201A Participate in environmentally sustainable work practices

BSBWOR203B Work effectively with others

HLTAID003 Provide first aid

SITHCCC101 Use food preparation equipment *

SITHCCC102 Prepare simple dishes *

SITHCCC201 Produce dishes using basic methods of cookery *

SITHKOP101 Clean kitchen premises and equipment *

SITXCOM201 Show social and cultural sensitivity

SITXFSA101 Use hygienic practices for food safety

SITXFSA201 Participate in safe food handling practices

SITXHRM301 Coach others in job skills

SITXINV202 Maintain the quality of perishable items *

SITXWHS101 Participate in safe work practices

**Prerequisite is SITXFSA101 Use hygienic practices for food safety*

Elective units

Group A

SITHCCC207 Use cookery skills effectively *

SITHIND301 Work effectively in hospitality service

**Prerequisite is SITXFSA101 Use hygienic practices for food safety*

Group B

Commercial Cookery and Catering

SITHCCC103 Prepare sandwiches *

SITHCCC104 Package prepared foodstuffs *

SITHCCC202 Produce appetisers and salads *

SITHCCC203 Produce stocks, sauces and soups *

SITHCCC204 Produce vegetable, fruit, egg and farinaceous dishes *

SITHCCC205 Produce cook-chill and cook freeze foods *

SITHCCC206 Rethermalise chilled and frozen foods *

SITHCCC301 Produce poultry dishes *

SITHCCC302 Produce seafood dishes *

SITHCCC303 Produce meat dishes *

SITHCCC304 Produce and serve food for buffets *

SITHCCC306 Handle and serve cheese *

SITHCCC307 Prepare food to meet special dietary requirements *

SITHCCC308 Produce cakes, pastries and breads *

** Prerequisite is SITXFSA101 Use hygienic practices for food safety*

Food and Beverage

SITHFAB201 Provide responsible service of alcohol

SITHFAB202 Operate a bar *^

SITHFAB203 Prepare and serve non-alcoholic beverages *

SITHFAB204 Prepare and serve espresso coffee *

SITHFAB206 Serve food and beverage *

SITHFAB302 Conduct a product tasting for alcoholic beverages ^

SITHFAB305 Provide advice on Australian wines ^

SITHFAB308 Provide silver service *

SITHFAB309 Provide advice on food

**Prerequisite is SITXFSA101 Use hygienic practices for food safety*

^Prerequisite is SITHFAB201A Provide responsible service of alcohol

Food safety

SITXFSA202 Transport and store food *

**Prerequisite is SITXFSA101 Use hygienic practices for food safety*

Patisserie

SITHPAT301 Produce cakes *

SITHPAT303 Produce pastries *

SITHPAT304 Produce yeast based bakery products *

SITHPAT306 Produce desserts *

**Prerequisite is SITXFSA101 Use hygienic practices for food safety*

Inventory

SITXINV201 Receive and store stock

SITXINV301 Purchase goods

Kitchen Operations

SITHKOP302 Plan and cost basic menus

Working in Industry

SITHIND201 Source and use information on the hospitality industry

Group C

Communication and Teamwork

BSBCMM201A Communicate in the workplace

Client and Customer Service

SITXCCS303 Provide service to customers

Computer Operations and ICT Management

BSBITU102A Develop keyboard skills

BSBITU201A Produce simple word processed documents

BSBITU306A Design and produce business documents

BSBITU309A Produce desktop published documents

BSBWOR204A Use business technology

Environmental Sustainability

BSBSUS301A Implement and monitor environmentally sustainable work practices

Finance

BSBFIA301A Maintain financial records

SITXFIN201 Process financial transactions

Inventory

SITXINV201 Receive and store stock

Languages other than English

SITXLAN21__ Conduct basic oral communication in a language other than English

SITXLAN22__ Conduct routine oral communication in a language other than English

SITXLAN31__ Conduct oral communication in a language other than English

SITXLAN33__ Read and write information in a language other than English

Quality and Innovation

BSBINN201A Contribute to workplace innovation

Work Health and Safety

SITXWHS301 Identify hazards, assess and control safety risks

Examples of elective units relevant to specific job outcomes and contexts at this level are as follows:

Catering assistant working in a hospital

BSBCMM201A Communicate in the workplace

SITHCCC103 Prepare sandwiches

SITHCCC204 Produce vegetable, fruit, egg and farinaceous dishes

SITHCCC205 Produce cook-chill and cook-freeze foods

SITHCCC207 Use cookery skills effectively

SITHCCC301 Produce poultry dishes

SITHCCC307 Prepare food to meet special dietary requirements

SITXINV201 Receive and store stock

Catering assistant working in cook-chill kitchen

SITHCCC205 Produce cook-chill and cook freeze foods

SITHCCC206 Rethermalise chilled and frozen foods

SITHCCC207 Use cookery skills effectively

SITHCCC301 Produce poultry dishes

SITHCCC303 Produce meat dishes

SITHCCC307 Prepare food to meet special dietary requirements

SITXINV201 Receive and store stock

SITXINV301 Purchase goods

Food service assistant in a function facility

SITHFAB201 Provide responsible service of alcohol

SITHFAB202 Operate a bar

SITHFAB203 Prepare and serve non-alcoholic beverages

SITHFAB204 Prepare and serve espresso coffee

SITHFAB206 Serve food and beverage

SITHIND301 Work effectively in hospitality service

SITXCCS303 Provide service to customers

SITXFIN201 Process financial transactions