



Australian Government

TLI20420 Certificate II in Supply Chain Operations

Release 1

TLI20420 Certificate II in Supply Chain Operations

Modification History

Release 1. This is the first release of this qualification in the TLI Transport and Logistics Training Package.

Qualification Description

This is a general qualification for supply chain operations.

This is a qualification for a person engaged in supply chain operations support who undertakes a range of tasks involving known routines and procedures, with limited individual responsibility.

Successful achievement of the licensing units within the qualification must align with applicable licensing and regulatory requirements.

Job roles

Job roles and titles vary across different sectors. Possible job titles relevant to this qualification include:

- depot yard person
- despatch clerk
- inventory clerk
- loader
- pick packer
- reach truck/forklift driver
- receiving clerk
- store person
- transport clerk
- warehouse operator
- yard person

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

Entry Requirements

There are no entry requirements for this qualification.

Packaging Rules

A total of **14 units of competency** comprising:

5 core units listed below, **plus**

9 general elective units from the general elective units listed below.

Up to **3 of the general elective units** may be selected from any relevant nationally endorsed Training Package. The general elective units must contribute to the vocational outcomes of the qualification.

Where imported units are selected, care must be taken to ensure that all prerequisite units specified are complied with.

Core units

TLIE1003	Participate in basic workplace communication
TLIF0009	Ensure the safety of transport activities (Chain of Responsibility)
TLIF1001	Follow work health and safety procedures
TLIL1001	Complete workplace orientation/induction procedures
TLIX0023	Identify the roles and functions of the supply chain industry

General elective units

BSBINS201	Process and maintain workplace information
BSBOPS203	Deliver a service to customers
BSBOPS305	Process customer complaints
BSBTEC201	Use business software applications
FBPOPR2006	Operate a bulk dry goods transfer process
FBPOPR2008	Operate a bulk liquid transfer process
FBPOPR2009	Load and unload tankers
TLIA0003	Complete and check import/export documentation
TLIA0005	Connect and disconnect reefer units
TLIA0010	Identify goods and store to specifications
TLIA0019	Despatch stock
TLIA0020	Package goods
TLIA0021	Participate in stocktakes
TLIA0022	Pick and process orders

TLIA0023	Receive goods
TLIA0024	Replenish stock
TLIA1001	Secure cargo
TLIA2014	Use product knowledge to complete work operations
TLIA2041	Manually sort mail and parcels
TLIA2042	Despatch mail
TLIA2043	Consolidate mail
TLIA2044	Carry out delivery operations
TLIA2045	Process international parcels and letters
TLIA2046	Process parcels and letters
TLIA2047	Stream mail
TLIB0003	Use and maintain minor mechanical equipment
TLIB0005	Operate pooled equipment
TLIB0011	Undertake general site maintenance
TLIB0012	Maintain and use hand tools
TLIB2001	Check and assess operational capabilities of equipment
TLIB2009	Check conveyor operational status
TLIC1051	Operate commercial vehicle
TLID0006	Move materials mechanically using automated equipment
TLID0007	Operate specialised load shifting equipment
TLID0011	Use bulk transfer equipment (dry)
TLID1001	Shift materials safely using manual handling methods
TLID2003	Handle dangerous goods/hazardous substances
TLID2004	Load and unload goods/cargo
TLID2010	Operate a forklift
TLID2016	Load and unload explosives/dangerous goods

TLID2022	Conduct weighbridge operations
TLID2045	Operate specialised light load shifting equipment
TLID2047	Prepare cargo for transfer with slings
TLIE0002	Process workplace documentation
TLIE0006	Present routine workplace information
TLIE2007	Use communications systems
TLIE2029	Conduct workplace information briefings
TLIF0019	Follow vehicle protocols for loading and unloading
TLIF1002	Conduct housekeeping activities
TLIF2006	Apply accident-emergency procedures
TLIF2010	Apply fatigue management strategies
TLIF2012	Apply safe procedures when handling/transporting dangerous goods or explosives
TLIF2018	Operate firefighting equipment
TLIG1001	Work effectively with others
TLIG2007	Work in a socially diverse environment
TLIH0003	Prioritise courier delivery operations
TLIH2001	Interpret road maps and navigate pre-determined routes
TLIJ0001	Apply grain protection measures
TLIJ0002	Implement grain monitoring measures
TLIJ2001	Apply quality procedures
TLIK0003	Perform electronic data interchange to transmit documentation
TLIK2010	Use infotechnology devices in the workplace
TLIL2008	Complete routine administrative tasks
TLIL2031	Monitor and process attendance records
TLILIC0003	Licence to operate a forklift truck

TLILIC0004	Licence to operate an order picking forklift truck
TLIO0003	Follow security procedures when working with goods and cargo
TLIP0001	Sell products and services
TLIP2024	Conduct financial transactions
TLIP2029	Prepare and process financial documents
TLIP2032	Maintain petty cash account
TLIU1009	Monitor plant and equipment in an environmentally sustainable manner
TLIU2012	Participate in environmentally sustainable work practices
TLIW0002	Clean and inspect pooled equipment

Qualification Mapping Information

This qualification replaces but is not equivalent to TLI20419 Certificate II in Warehousing Operations and TLI20119 Certificate II in Logistics.

Links

Companion Volume Implementation Guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=df441c6e-213d-43e3-874c-0b3f7036d851>