TLI21815 Certificate II in Logistics

Release 2

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Modification History

Release 2. This is the second release of this qualification in the TLI Transport and Logistics Training Package. The following unit has been updated with a new code:

- TLIE0002 Process workplace documentation.

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

Qualification Description

This is a qualification for a person engaged in logistics operations support within the Transport and Logistics Industry who undertakes a range of tasks involving known routines and procedures, and who takes some responsibility for the quality of their work outcomes.

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:

- Logistics Support Officer
- Logistics Clerk.

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 **11 units of competency** comprising:

4 core units listed below **plus**

3 technical elective units from the technical elective units listed below **plus**

4 general elective units from the general elective units or remaining technical elective units listed below. Up to **3 of the general elective units** may be selected from any relevant nationally endorsed Training Package or accredited course. 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

BSBCUS201	Deliver a service to customers
TLIF0001	Apply chain of responsibility legislation, regulations and workplace procedures
TLIF1001	Follow work health and safety procedures
TLIG2007	Work in a socially diverse environment

Technical elective units

TLIA2009	Complete and check import/export documentation
TLIA2013	Receive goods
TLIA2021	Despatch stock
TLIA2022	Participate in stocktakes
TLIB2001	Check and assess operational capabilities of equipment
TLID1001	Shift materials safely using manual handling methods
TLIF2010	Apply fatigue management strategies
TLIH2003	Prioritise courier/delivery operations
TLIJ2001	Apply quality procedures
TLIK2007	Perform electronic data interchange to transmit shipping documentation
TLIU2012	Participate in environmentally sustainable work practices

General elective units

BSBCMM301	Process customer complaints
TLIA2014	Use product knowledge to complete work operations
TLIE0002	Process workplace documentation
TLIE2001	Present routine workplace information
TLIE2007	Use communications systems
TLIF2018	Operate firefighting equipment
TLIK2003	Apply keyboard skills

TLIK2010	Use infotechnology devices in the workplace
TLIL2008	Complete routine administrative tasks
TLIL2031	Monitor and process attendance records
TLIO2021	Follow security procedures when working with goods and cargo
TLIP2014	Capture records into a records keeping system
TLIP2017	Maintain control of records
TLIP2018	Provide information from and about records
TLIP2024	Conduct financial transactions
TLIP2029	Prepare and process financial documents
TLIP2032	Maintain petty cash account
TLIP2033	Sell products and services

Qualification Mapping Information

This qualification replaces and is not equivalent to TLI21810 Certificate II in Logistics.

Links

Companion Volume Implementation Guides are found in VETNet - https://vetnet.education.gov.au/Pages/TrainingDocs.aspx?q=df441c6e-213d-43e3-874c-0b3f7036d851