Why train with Access Recognised Training?

We see ourselves as partners in your training and education journey. We work hard to understand how you learn best and create flexible learning and assessment strategies that align with your individual circumstances. We give you the best learning resources available and work closely with you to ensure you are progressing as planned and receiving due reward for your training efforts.

Possible job titles for this qualification

Bar attendant, barista, waiter, wine waiter, front desk receptionist, housekeeper and gaming attendant.

Pathways information

Certificate III in Hospitality can lead into Certificate IV in Hospitality.

Contact

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Would you like to:

• Get a qualification on the job?
• Study at a time that suits you?
• Formalise your hospitality skills and knowledge?

Hospitality is an exciting, fast paced industry that can open up fantastic opportunities nationally and internationally for suitably qualified people. Open up a world of possibilities and complete a hospitality qualification with Access Recognised Training.
Certificate III in Hospitality

To achieve a Certificate III in Hospitality, 16 units must be completed comprising of:

- **all 8 core units PLUS;**
- **8 elective units**: For this qualification, electives may be selected to meet either a specialist or multi-skilled job outcome.

**Core Units**
(The below 7 units are compulsory):

- SITHIND001B Develop and update hospitality industry knowledge
- SITXCCS002A Provide quality customer service
- SITXCOM001A Work with colleagues and customers
- SITXCOM002A Work in a socially diverse environment
- SITXHRM001A Coach others in job skills
- SITXOHS001B Follow health, safety and security procedures
- SITXOHS002A Follow workplace hygiene procedures

Plus one of the following:

- SITHFAB021A Provide and coordinate food and beverage service*
- SITHIND003A Provide and coordinate hospitality service**

* For candidates completing a Food and Beverage specialisation, SITHFAB021A must be completed.
** For candidates NOT completing a Food and Beverage specialisation, SITHIND003A must be completed.

**Specialisations offered by Access Recognised Training:**

- a minimum of 6 units must be selected from either Elective Group A - Food and Beverage or Elective Group B - Accommodation Services.
- the remaining units may be selected from this or another endorsed Training Package on Access Recognised Training’s scope.

**Multi-skilling:**

- a minimum of 6 elective units must be selected from Elective Group A or Group B or General Elective units listed.
- the remaining units may be selected from this or another endorsed Training Package on Access Recognised Training’s scope.

In all cases selection of electives must be guided by the job outcome sought, local industry requirements and the characteristics of this qualification.

Please tick a total of 8 units below in line with the qualification rules. Please note: Pre-requisite requirements may apply.

### Elective Group A - Food and Beverage

- SITHFAB001C Clean and tidy bar areas
- SITHFAB002C Operate a bar
- SITHFAB003A Serve food and beverage to customers
- SITHFAB004A Provide food and beverage service
- SITHFAB005A Provide table service of alcoholic beverages
- SITHFAB009A Provide responsible service of alcohol
- SITHFAB010C Prepare and serve non-alcoholic beverages
- SITHFAB011A Develop and update food and beverage knowledge
- SITHFAB012B Prepare and serve espresso coffee
- SITHFAB015A Prepare and serve cocktails

### Elective Group B - Accommodation Services

- SITHACS001B Provide accommodation reception services
- SITHACS002B Conduct night audit
- SITHACS003A Provide porter services
- SITHACS004B Provide housekeeping services to guests
- SITHACS005B Prepare rooms for guests
- SITHACS006B Clean premises and equipment

### General Electives

- SITHFAB008A Provide room service
- SITXCCS004A Provide club reception services
- SITXCCS005A Provide lost and found facility
- SITHGAM001A Attend gaming machines
- SITHGAM002A Operate a TAB outlet
- SITHGAM003A Conduct a Keno game
- SITHGAM006A Provide responsible gambling services
- SITHCCC001B Organise and prepare food
- SITHCCC002A Present food
- SITHCCC003B Receive and store kitchen supplies
- SITHCCC004B Clean and maintain kitchen premises
- SITHCCC006A Prepare appetisers and salads
- SITHCCC007A Prepare sandwiches
- SITHCCC0031A Operate a fast food outlet
- SITXTSL007B Receive and process reservations
- SITXTSL010B Control reservations or operations using a computerised system
- SITXCCS001B Provide visitor information
- SITXCOM003A Deal with conflict situations
- SITXCOM004A Communicate on the telephone
- SITXENV001A Participate in environmentally sustainable work practices
- SITXFIN001A Process financial transactions
- SIRXR5001A Minimise theft
- SIRXSL001A Sell products and services
- SIRXSL002A Advise on products and services