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.

Career opportunities
The Diploma and Advanced Diploma of Hospitality provides the skills and knowledge for an individual to be competent as a supervisor/manager or senior manager in any functional hospitality area. Job roles would include Restaurant Manager, Front Office Manager, Duty Manager and Food and Beverage Manager.

Pre-requisite qualifications
Diploma of Hospitality requires successful completion of AQF Certificate IV in Hospitality.
Advanced Diploma of Hospitality requires successful completion of AQF Diploma of Hospitality.

Contact
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Visit us online
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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 on the job in a very supportive learning environment.

Would you like to:
• Add to your existing qualifications?
• Take your hospitality career to the next level?
• Get recognition for all your hard work?
Diploma Core Units

The below twenty three units are compulsory:

- SITXCCS003A Manage quality customer service
- SITXCCS002A Provide quality customer service
- SITXCOM001A Work with colleagues and customers
- SITXCOM002A Work in a socially diverse environment
- SITXCOM003A Deal with conflict situations
- SITXFIN003A Interpret financial information
- SITXHRM001A Coach others in job skills
- SITXHRM005A Lead and manage people
- SITXINV001A Receive and store stock
- SITXINV002A Control and order stock
- SITXMGT001A Monitor work operations
- SITXOHS001B Follow health, safety and security procedures
- SITXOHS002A Follow workplace hygiene procedures
- SITXOHS004B Implement and monitor workplace health, safety and security practices
- SITXFIN003A Interpret financial information
- SITXHRM001A Coach others in job skills
- SITXOHS002A Follow workplace hygiene procedures
- SITXOHS004B Implement and monitor workplace health, safety and security practices
- SITXFIN003A Interpret financial information
- SITXHRM001A Coach others in job skills
- SITXOHS002A Follow workplace hygiene procedures
- SITXOHS004B Implement and monitor workplace health, safety and security practices

Advanced Diploma Core Units: Include all Diploma core units plus the following compulsory six units:

- SITXFIN007A Manage physical assets
- SITXFIN008A Manage financial operations
- SITXMGT004A Develop and implement a business plan
- SITXMPR005A Develop and implement a business plan
- SITXHRM002A Recruit, select and induct staff

Advanced Diploma Elective Units: Include all Diploma elective units plus an additional five elective units:

Elective Units: The following elective units are a selection of units offered by Access Recognised Training. A full list of elective units can be viewed at www.accessrt.edu.au

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

Client and Customer Service
- SITXCCS001B Provide visitor information
- SITXCCS004A Provide club reception services

Commercial Cookery and Catering
- SITXHRM001A Organise and prepare food
- SITXHRM002A Present food
- SITHCCC028A Receive and store kitchen supplies
- SITHCCC004B Clean and receive store kitchen premises
- SITHCCC001A Prepare sandwiches
- SITHCCC031A Operate a fast food outlet
- SITHCCC038B Plan catering for an event or function

Events
- SITXEVT005B Organise in house events or functions

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
- SITHFAB008A Provide room service
- SITHFAB009A Provide responsible service of alcohol
- SITHFAB10C Prepare and serve non-alcoholic beverages
- SITHFAB011A Develop and update food and beverage knowledge
- SITHFAB12B Prepare and serve espresso coffee
- SITHFAB15A Prepare and serve cocktails
- SITHFAB16A Plan and monitor espresso coffee service
- SITHFAB18A Provide silver service

Food Safety
- SITXFSA001A Implement food safety procedures
- SITXFSA003A Transport and store food in a safe and hygienic manner
- SITXFSA002A Develop and implement a food safety program
- SITHCCC026A Establish and maintain quality control of food

Gaming
- SITHGAM001A Attend gaming machines
- SITHGAM002A Operate a TAB outlet
- SITHGAM003A Conduct a Keno game
- SITHGAM006A Provide responsible gambling services

Marketing and Public Relations
- SITXMPR002A Create a promotional display or stand
- SITXMPR003A Plan and implement sales activities
- SITXMPR004A Coordinate marketing activities

Environmental Sustainability
- SITXENV001A Participate in environmentally sustainable work practices