



**ACCESS**  
Recognised Training  
**AUSTRALIA**

SIT20322  
CERTIFICATE II IN  
**HOSPITALITY**

**DOMESTIC STUDENTS**



**SIT20322**

## **CERTIFICATE II IN HOSPITALITY**

*'Equip yourself with crucial knowledge and practical skills to launch your career in the dynamic hospitality sector'*

### **Course Description**

Begin your journey into the world of hospitality with this introductory qualification. Ideal for individuals employed or seeking roles in diverse hospitality environments, including restaurants, hotels, motels, catering services, clubs, pubs, cafes, and coffee shops. Designed for professionals or aspiring employees handling primarily routine duties under direct guidance and supervision.

Choosing ACCESS means both you and your employer will dive into one of today's most cutting-edge, industry-specific work-based training (WBT) programs. We'll collaborate to arm you with the essential knowledge, hands-on skills, and firsthand experience needed to thrive in the dynamic realm of hospitality.

### **Admission Requirements**

1. To undertake this qualification with ACCESS Recognised Training you must be employed in a fully operational hospitality establishment. ACCESS does not provide employment or recruitment services and therefore cannot assist with work placements;
2. Sound English language, literacy and numeracy skills (ACSF – Level 2); and
3. At least 15 years of age.

### **Course Duration and Study Load**

3 - 6 months. The course duration will vary depending on the number of credit transfers and the individual progress of each student. At a minimum, students are expected to complete one unit of competency per month.

### **Fees and Charges**

The total course fees will vary depending on the availability of Government funding. Please visit <https://accessrt.edu.au/fees-and-charges/> for a full list of fees and charges.

### **Application Process**

To apply for this qualification please visit <https://accessrt.edu.au/qualification-application-form/> and complete the online form in full.

### **Learning Resources**

Unlock the doors to advanced, tailor-made training and assessment materials forged through collaboration with the internationally acclaimed Didasko Learning Resources. This exceptional collection encompasses a range of student learner guides and tools, empowering your learning journey with the latest in educational innovation. You will be provided with your own unique login details ensuring you have unlimited access to the full range of training and assessment resources as outlined on your customised training plan.



## Course Structure

The total number of units required to receive **SIT20322 Certificate II in Hospitality** is 12 comprising of 6 core and 6 elective units. The following units are available for students:

Core Units of Competency (6)		No.
BSBTWK201	Work effectively with others	1
SITHIND006	Source and use information on the hospitality industry	2
SITHIND007	Use hospitality skills effectively	3
SITXCCS011	Interact with customers	4
SITXCOM007	Show social and cultural sensitivity	5
SITXWHS005	Participate in safe work practices	6
<b>Group A - Compulsory Elective Unit (1)</b>		
SITXFSA005	Use hygienic practices for food safety	7
<b>Group B - Elective Units - Please select 5 units</b>		
SIRXPDK001	Advise on products and services	
SITHCCC024*	Prepare and present simple dishes (SITXFSA005)	
SITHCCC025*	Prepare and present sandwiches (SITXFSA005)	
SITHCCC026*	Package prepared foodstuffs (SITXFSA005)	
SITHCCC028*	Prepare appetisers and salads (SITXFSA005)	
SITHFAB021	Provide responsible service of alcohol	
SITHFAB022*	Clean and tidy bar areas (SITXFSA005)	
SITHFAB023**	Operate a bar (SITHFAB021,SITXFSA005)	
SITHFAB024*	Prepare and serve non-alcoholic beverages (SITXFSA005)	
SITHFAB027*	Serve food and beverage (SITXFSA005)	
SITHFAB031*	Provide advice on beers, spirits and liqueurs (SITHFAB021)	
SITHFAB036	Provide advice on food	
SITHGAM022	Provide responsible gambling services	
SITHKOP009*	Clean kitchen premises and equipment (SITXFSA005)	
SITXCCS010	Provide visitor information	
SITXCCS013	Provide club reception services	
SITXFSA006	Participate in safe food handling practices	
SITXFSA007**	Transport and store food (SITXFSA005,SITXFSA006)	
BSBSUS211	Participate in sustainable work practices	
HLTAID011	Provide first aid	
SITHCCC023*	Use food preparation equipment (SITXFSA005)	
SITXFIN007	Process financial transactions	
SITXINV006*	Receive, store and maintain stock (SITXFSA005)	
SITXINV007	Purchase goods	

Note: Units marked with an \*asterisk have one or more prerequisites. Refer to individual units for details.

## Work-Based Training

Immerse yourself in the world of Work Based Training (WBT), where the heart of learning beats within real workplaces. Our WBT program harmoniously combines the wisdom of Registered Training Organisation (RTO) guided online theoretical learning with the hands-on, employer-led practical training conducted at your workplace. Every student embarks on this journey with the support of a dedicated Trainer/Assessor and a Workplace Supervisor, working in tandem to orchestrate a seamless training and assessment experience. Regular check-ins with your assigned Trainer/Assessor ensure you're not just meeting, but surpassing assessment expectations, propelling you forward on your path to progress.

## Credit Transfer and Recognition of Prior Learning (RPL)

You may be eligible for RPL if you have sufficient work experience and/or education to meet the requirements of one or more units of competency within this qualification. RPL fees will be quoted on application. You may be eligible for Credit Transfer with evidence of completion of relevant units under the Australian Qualification Framework. All applications for RPL or Credit Transfer must be made prior to the commencement of the course.

## Student Support

ACCESS will identify your support needs prior to enrolment through the enrolment form and a Language, Literacy and Numeracy (LLN) assessment which each student must undertake. Where support needs are identified, ACCESS will provide support throughout the learning and assessment process through a variety of mechanisms including:

- Language, literacy and numeracy (LLN) support through trainers;
- Assistive technology;
- Additional tutorials (additional costs may apply); and/or
- Other mechanisms, such as assistance in using technology for online delivery components.

## Computer Equipment Requirements

To undertake this course, students will be required to have access to their own computers/devices (including software programs such as Microsoft Office), printers, internet facilities, and stationery resources.

## Pathways to Further Study

After achieving the SIT20322 Certificate II in Hospitality students may enrol in the SIT30622 Certificate III in Hospitality.

## Job Prospects

Potential job roles for graduates include food and beverage attendant, front desk receptionist, function attendant, or gaming attendant in organisations such as restaurants, cafes, hotels, clubs and pubs.

## Additional Information

Please read the Student Handbook (available online) prior to enrolment. For further information please contact ACCESS directly or go to <https://accessrt.edu.au>