

# TLI30319 Certificate III in Supply Chain Operations (Warehousing Operations)

Transport, warehousing and logistics, are one of Australia’s fastest growing sectors.

MCI’s nationally recognised TLI30319 Certificate III in Supply Chain Operations is your introduction to a dynamic career.

If you like problem-solving, organising and negotiating, and can see yourself specialising in warehousing operations, this is your opportunity.

## Learning Pathway

This pathway is focused on building a broad repertoire of skills for roles in warehouse administration.

Students will participate in simulated workplace experiences, designed to get them practicing on-the-job performance skills.

Semester 1: Students learn about personal and professional practices to improve operational outputs. They develop communication skills to interact with customers and increase team motivation and productivity.

Semester 2: Students learn how supply chain operators efficiently obtain, produce, and distribute materials and products. They develop their knowledge of data capture, along with planning, implementation and control procedures for the transportation and storage of goods.

<b>Semester 1</b>	<b>Developing effective work practices</b>		
	BSBPEF301 Organise personal work priorities		TLIU2012 Participate in environmentally sustainable work practices
	<b>Communicating with stakeholders</b>		
	CHCDIV001 Work with diverse people		TLIG3002 Lead a work team or group
	BSBOPS304 Deliver and monitor a service to customers		BSBOPS305 Process customer complaints
<b>Semester 2</b>	<b>Producing work documents</b>		
	TLIA0016 Organise warehouse records operations	Cluster: TLIA0004 and TLIA0015 Complete receival and despatch documentation Organise receival and despatch operations	TLIA0010 Identify goods and store to specifications
	<b>Monitoring chain of responsibility</b>		
	TLIF0009 Ensure the safety of transport activities		TLID1001 Shift materials safely using manual handling methods
	<b>Managing operations</b>		
	TLIX0013X Maintain stock control and receivals		BSBPUR301 Purchase goods and services



## Delivery

- 100% online customised learning experience.
- Our short, well-structured lessons are beautifully and visually presented, making them easy to follow and understand. They include useful job aids and videos that help explain concepts.
- All course resources are designed for you to access on the go. That means, if you're out and about, on the train or bus, at the park or beach, you can access course materials on your tablet or smartphone.
- But that's not all! To give you a competitive edge, you'll have access to job-readiness short courses which will build and enhance the skills necessary to work in a variety of roles.

## Duration

- Enrolment valid for 12 months.

## Equipment and resources

You'll need access to the following equipment to complete this course:

- Computer with internet access
- Device with in-built camera, such as a smartphone
- Software packages, such as Microsoft Word, Excel, PowerPoint (or similar)
- Adobe Acrobat Reader
- Personal and protective equipment, such as gloves, high visibility, and face masks

## Getting started

Speak with your Employment Consultant for assistance with your enrolment.

## Why study with us?

- Engaging and immersive learning experience.
- Dedicated and passionate student mentor team.
- Our fully integrated learning management system helps you keep track of where you're at and enables us to identify if you need additional support.

## Outcome

The successful achievement of this Qualification requires you to complete all units and assessments. Assessments include written responses, scenarios and role plays. A Certificate of Competency will be issued once all completed units and assessments have been marked and have met all assessment requirements.

People with supply chain training are in demand. You may find job roles that cover inventory systems, stock control and storage, resource management, and customer management. Some roles this course will prepare you for include:

- Contracts administrator
- Logistics administration officer
- Logistics service clerk
- Warehouse operator
- Supply chain administrator
- Supply chain officer

