

## TLI31210 CERTIFICATE III IN DRIVING OPERATIONS

### COURSE OVERVIEW

This qualification is designed for driving operation job roles within the Transport and Logistics Industry and focuses on building skills that drivers and the goods they carry arrive on time and more importantly safely. This qualification covers a range of elements to ensure drivers can confidently operate a heavy vehicle in all situations and environments including urban, regional and long-haul routes.

### COURSE STRUCTURE & MODE OF DELIVERY

This qualification consists of six (6) mandatory core units, one (1) licensing unit, and all units of Heavy General Freight Job Group and six (6) elective units. Course duration is 30 weeks, 1 day per week classroom attendance, and a requirement to conduct homework study. Students may elect to undertake heavy vehicle on road component continuous or part time, and depending on the student's ability, this may exceed the scheduled program. The duration of the course may vary depending on previous industry experience and student aptitude. All heavy vehicle instruction is conducted 1 on 1 with an experience, qualified and authorised trainer. This course is conducted in a classroom based training facility, face to face environment which will include theory and practical tasks.



### PRE-REQUISITES

Nil Applicable

### ENTRY REQUIREMENTS

Minimum education standard: It is recommended students to have completed year 10 and have an understanding of mathematical concepts and applications also a reasonable level of spoken and written English. For those students who do not meet this criteria, support will be provided to students that may have difficulties in these areas. Students are required to hold a current valid driver's licence (not learner).

### JOB PATHWAYS

This qualification is from the TLI10 Transport & Logistics Training Package. These units of competency can provide Job Pathways in the fields of Heavy General Freight Driver, Line Haul Driver, Interstate Driver and Courier for more information please refer to the Transport & Logistics Industries Industry Skills Council: [www.tlisc.org.au](http://www.tlisc.org.au) or contact our office for a pathways information.

### WHAT YOU NEED TO KNOW

- At the time of enrolment you must disclose any medications or disability which may affect your learning or physical ability to conduct safe operation of a heavy vehicle (including any vision impairment)
- You must understand and speak the **English language** at a level that enables the safe operation of a heavy vehicle
- You must supply your **current drivers licence** and one other form of identification
- **Heavy Vehicle licensing** units, you will be required to undertake a knowledge test, vision test and driver training. A mandatory video recording of the licensing assessment will be conducted in accordance with the licensing bodies. On successful completion you will be provided the documentation to upgrade your driver's licence, you will need to pay the appropriate licence fee at the licensing body.
- All students are required to obtain a **USI** number prior to attending a Nationally Recognised Training course, see our website homepage for further information <http://www.1stopdrivingschool.com.au/index.html>
- All course participants will be provided with a **student handbook** detailing their rights and responsibilities.

## ASSESSMENTS

Students are required to demonstrate competence to the standard as prescribed in the assessment criteria. Qualified assessors will conduct written and practical assessment at the completion of each unit of competency. Recognition of Prior Learning (RPL) is offered to students who have previous experience in the industry.

## GOVERNMENT FUNDING ELIGIBILITY

The Victorian Training Guarantee is making vocational education and training more accessible to people who do not hold a post-school qualification, or who want to gain a higher level qualification than they already hold. Government funding is available for eligible students and specific criteria applies. To ascertain your eligibility please contact our office or visit our website. <http://www.1stopdrivingschool.com.au/individual-pre-enrolment-form.pdf>

## PAYMENT & TRADING TERMS

Non funded, fee for service, all courses require a position holding deposit of 10%. Applicants will be advised of the amount prior to booking. Payment for the balance is required prior to the final assessment being conducted for each unit of competency. Facilities include Credit Card, EFTPOS, Cheque or Cash.

## RECOGNITION OF PRIOR LEARNING (RPL) & CREDIT TRANSFER

Recognition of Prior Learning is a process where people are provided with an opportunity to have their skills and knowledge assessed that they have developed outside the formal education system for example: life experience, informal training or work experience. The process involves the student providing physical evidence of their experiences that correlate with the unit of competency, you will then need to partake in an interview with the RPL assessor to ascertain that sufficient evidence has been provided. Students are required to complete a RPL application and will be advised of the cost prior to enrolment. If it is the student's intention to apply for RPL, they must advise administration prior to enrolment.

1 Stop Driving School will recognise the AQF VET qualifications and VET statements of attainment issued by any other RTO. Credit Transfer is available for students who have previously completed units provided the units are relevant to the qualification the student is enrolling in and can be identified as a current or equivalent unit of competency.

## CERTIFICATION

This qualification is Nationally Recognised Training and applicants' deemed competent at the conclusion of the course you will be provided with a Statement of Attainment for units completed or a Certificate III in Driving Operations on completion of the full qualification.



### 6 CORE UNITS (MANDATORY)

- **TLID1001A**-SHIFT MATERIALS SAFELY USING MANUAL HANDLING METHODS
- **TLIE1005A**-CARRY OUT BASIC WORKPLACE CALCULATIONS
- **TLIF2010A**-FOLLOW OCCUPATIONAL HEALTH & SAFETY PROCEDURES
- **TLIF2010A**-APPLY FIGURE MANAGEMENT STRATEGIES
- **TLIH2001A**-INTERPRET ROAD MAPS & NAVIGATE PRE-DETERMINED
- **TLIL1001A**-COMPLETE WORKPLACE ORIENTATION / INDUCTION PROCEDURES

### 6 ELECTIVES

- **TLIB3006A**-CARRY OUT INSPECTION OF VEHICLES CARRING SPECIAL LOADS
- **TLID1002A**-SHIFT A LOAD USING MANUALLY OPERATED EQUIPMENT
- **TLIE3028A** – COMPLETE A WORK DIARY IN THE ROAD TRANSPORT INDUSTRY
- **TLIE2007A** - USE COMMUNICATION SYSTEMS
- **TLID3014A** -LOAD & UNLOAD VEHICLES CARRY SPECIAL LOADS
- **TLIF1002B**-CONDUCT HOUSEKEEPING ACTIVITIES
- **TLII1002A** - APPLY CUSTOMER SERVICE SKILLS
- **TLIF3060A** – CONTROL TRAFFIC AS A PILOTVEHICLE OPERATOR

### (1) LICENSING UNIT

- **TLILIC2014B** LICENCE TO DRIVE LIGHT RIGID VEHICLE
- **TLILIC2015B** LICENCE TO DRIVE MEDIUM RIGID VEHICLE
- **TLILIC2016B** LICENCE TO DRIVE HEAVY RIGID VEHICLE
- **TLILIC3017B** LICENCE TO DIVE HEAVY COMBINATION VEHICLE
- **TLILIC3018B** LICENCE TO DRIVE MULTI COMBINATION VEHICLE.

Note: Some restrictions apply to licence classes

### JOB GROUP – HEAVY GENEAL FREIGHT

- **TLIA1001A**- SECURE CARGO
- **TLIB2004A**-CARRY OUT VEHICLE INSPECTIONS
- **TLIB2008A**-CARRY OUT INSPECTION OF TRAILERS
- **TLID2004A**-LOAD & UNLOAD GOODS/CARGO
- **TLIE3004A**-PREPARE WORKPLACE DOCUMENTS
- **TLIE2008A**-PROCESS WORKPLACE DOCUMENTS
- **TLIE3012A**-CONSOLIDATE MANIFEST DOCUMENTATION

**1 STOP DRIVING SCHOOL**  
RTO # 40729

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Training Facilities: (see maps below)	TRAINING FACILITY – 30 WRIGHTS ROAD, BUNDALONG VIC (9am-5pm Mon-Fri)
	TRAINING FACILITY – RACECOUSE ROAD, WANGARATTA VIC (By Appointment)
	TRAINING FACILITY – 19 CATHERINE CRESCENT, LAVINGTON NSW (By Appointment)
<b>RTO # 40729</b> Our Scope of Registration can be viewed at <a href="http://www.training.gov.au">www.training.gov.au</a>	

