

# Assessment Candidate Kit



**culinary solutions**  
A U S T R A L I A

Culinary Solutions Australia  
Government Registered Training Organisation Number: 21322



Thank you for your interest in applying for recognition of your skills and knowledge through a Recognition of Prior Learning (RPL) process.

In order to carry out this RPL and assess your skills and knowledge in a professional and fair manner we need to give you some information about Culinary Solutions Australia, the qualification you have applied for and the assessment process.

## **Who are Culinary Solutions Australia?**

National Provider Number: 21322

Culinary Solutions Australia is an Australian Registered Training Organisation (RTO) and as such may issue accredited certificates within our scope of registration which includes the following qualifications.

**SIT30816 Certificate III in Commercial Cookery**

**SIT40516 Certificate IV in Commercial Cookery**

**SIT31016 Certificate III in Patisserie**

**SIT40716 Certificate IV in Patisserie**

**SIT31116 Certificate III in Asian Cookery**

**SIT40816 Certificate IV in Asian Cookery**

**SIT50416 Diploma of Hospitality Management**

Culinary Solutions Australia specialises in recognising the existing skills and knowledge of experienced hospitality workers through a Recognition of Prior Learning (RPL) process to award them individual units of competency or a full qualification from the hospitality training package and within our scope of registration. This RPL process provides nationally recognised qualifications for hospitality staff by recognising their skills and knowledge that may have been gained through on the job work experience, prior training or other forms of industry experience.

## **Role of Culinary Solutions Australia**

Culinary Solutions Australia assists the candidate to reach their full potential regarding to the training package. They will assess the candidate against the competencies stated in the training package for the qualification they have applied for. Once they have assessed the candidate's skills and knowledge feedback will be provided, either verbally or written, on the candidate's progress and assessment results to the candidate.

As an Australian Registered Training Organisation (RTO) Culinary Solutions Australia is bound by the standards within our Quality Management System. These standards include a code of practice, privacy statement, fees and refunds policy and an appeals system under our complaints and appeals policy. If you would like information regarding our standards, policies and procedures including the appeals process please visit our website at [www.culinarysolutions.com.au](http://www.culinarysolutions.com.au) and view our RTO Policies or ask your Culinary Solutions Australia representative for a hard copy.

If you would like to discuss any aspect of your assessment, please feel free to do so to:

CEO: Stephen Tryon (61 3) 9988 6039  
0412 578 985

[st@culinarysolutions.com.au](mailto:st@culinarysolutions.com.au)

## **What are National Qualifications?**

National Competency Standards describe the skills needed by people working in all sectors of the industry. The National Qualifications show the required packaging of competencies to achieve qualifications in different areas and at different levels.

When a person has been assessed, either in the workplace or in a training institution, they can receive formal recognition of their competencies. This formal recognition of competencies leads to a Statement of Attainment or a qualification. To achieve a qualification, a person must achieve the full set of units of competence as specified in the 'Hospitality training package' for the qualification they have applied for.

National hospitality qualifications:

- are based directly on national industry competency standards
- are based on jobs in the industry and workplace requirements rather than courses and curriculum
- allow assessment to be structured and delivered through a range of pathways
- can be achieved on-the-job
- allow for the recognition of existing competencies of workers.

## **What is a Statement of Attainment?**

If a qualification is only partly achieved, a Statement of Attainment can be issued for successful achievement of a single unit or for a group of units. At a later date, the person can undertake further assessment and be assessed against additional competencies until he/she has achieved all the competencies required for a full qualification. RTOs must recognise and give credit for the competencies that have been recorded on a Statement of Attainment.

**The following table provides a brief description of the qualifications that can be achieved through a Recognition of Prior Learning (RPL) process with Culinary Solutions Australia**

### **SIT30816 Certificate III in Commercial cookery**

This qualification reflects the role of commercial cooks who use a wide range of well-developed cookery skills and a sound knowledge of kitchen operations to prepare food and menu items. Using discretion and judgement, they work with some independence and under limited supervision using plans policies and procedures to guide work activities.

This qualification provides a pathway to work as a commercial cook in organisations such as restaurants, hotels clubs, pubs, cafes and coffee shops

### **SIT31116 Certificate III in Asian cookery**

This qualification reflects the role of commercial cooks who use a wide range of well-

developed cookery skills and a sound knowledge of kitchen operations to prepare Asian food and menu items. Using discretion and judgement, they work with some independence and under limited supervision using plans, policies and procedures to guide work activities.

This qualification provides a pathway to work as a cook in organisations where Asian food is prepared and served, including restaurants, hotels, clubs, pubs and cafes.

### **SIT31016 Certificate III in Patisserie**

This qualification reflects the role of pastry chefs who use a wide range of well-developed patisserie skills and a sound knowledge of kitchen operations to produce patisserie products. Using discretion and judgement, they work with some independence and under limited supervision using plans, policies and procedures to guide work activities.

This qualification provides a pathway to work in various organisations where patisserie products are prepared and served including patissiers, restaurants, hotels, catering operations, clubs, pubs, cafes and coffee shops.

Possible job titles include:

- Pastry chef
- Patissier

**SIT40716 Certificate IV in Patisserie**

This qualification reflects the role of pastry chefs who have a supervisory or team leading role in the kitchen. They operate independently or with limited guidance from others and use discretion to solve non-routine problems.

This qualification provides a pathway to work in organisations where patisserie products are prepared and served, including patissiers, restaurants, hotels, catering operations, clubs, pubs, cafes and coffee shops.

Possible job titles include:

- Chef de partie
- Chef Patissier

**SIT40516 Certificate IV in Commercial cookery**

This qualification reflects the role of commercial cooks who have a supervisory or team leading role in the kitchen. They operate independently or with limited guidance from others and use discretion to solve non-routine problems.

This qualification provides a pathway to work as a commercial cook in organisations such as restaurants, hotels clubs, pubs, cafes and coffee shops, or to run a small business in these sectors.

Possible job titles include:

- Chef
- Chef de partie

**SIT40816 Certificate IV in Asian cookery**

This qualification reflects the role of commercial cooks who have a supervisory or team leading role in kitchens preparing Asian food. They operate independently or with limited guidance from others and use discretion to solve non-routine problems.

This qualification provides a pathway to work in organisations where Asian food is prepared and served including restaurants, hotels, clubs, pubs and cafes.

Possible job titles include:

- Chef
- Chef de partie

### **SIT50416 Diploma of hospitality management**

This qualification reflects the role of highly skilled senior operators who use a broad range of hospitality skills combined with managerial skills and sound knowledge of industry to coordinate hospitality operations. They operate independently, have responsibility for others and make a range of operational business decisions.

This qualification provides a pathway to work in any hospitality industry sector as a departmental or small business manager. The diversity of employers includes restaurants, hotels, motels catering operations, clubs, pubs, cafes and coffee shops. This qualification allows for multiskilling and for specialisation in accommodation services, cookery, food and beverage and gaming.

Possible job titles include:

- Banquet or function manager
- Bar manager
- Café manager
- Chef de cuisine
- Chef patissier
- Club manager
- Executive housekeeper
- Front office manager
- Gaming manager
- Motel manager
- Restaurant manager
- Sous Chef
- Unit manager catering operations

## What is Recognition of Prior Learning?

**Recognition of Prior Learning** is a process whereby *evidence* is collected, and a judgement made by an assessor or assessment team against the requirements of one or more endorsed units of competency from a relevant Industry Training Package that recognises the skills and knowledge of an individual gained through:

- formal training conducted by industry or education
- work experience
- life experience

The main principle of RPL focuses on the outcomes rather than how, when or where the learning occurred.

The **Recognition of Prior Learning** process will be:

**Valid** – it will measure what it is intended to measure

**Reliable** – it will provide consistent results in given contexts

**Fair** – it will not disadvantage any individual and allows the individual to appeal the result

**Flexible** – it can be adapted to meet different workplace contexts or special needs of individuals

**Evidence** collected will be:

**Valid** – assessor needs to ensure that the evidence provided by the candidate directly covers the unit(s) of competency for which they are seeking recognition

**Current** – it is critical that appropriate evidence is available or is obtained to show that the candidate is currently able to use the skills and knowledge for which recognition is sought

**Sufficient** – assessor needs to ensure that the candidate has provided enough evidence to make a confident judgement that competence has been achieved

**Authentic** – assessor needs to ensure that the evidence is the work of the candidate and not someone else.

**Forms of evidence** collected could include but are not restricted to:

- Work records;
- Records of workplace training;
- Prior assessments of skills and knowledge;
- Third party reports from supervisors/managers, clients
- Previous certificates or qualifications;
- Volunteer experiences:
- Examples of work products;
- Statutory Declarations;
- Photographs/Videotapes of work produced;
- Previous position descriptions;
- Customer response forms or letters.
- Practical tests
- Oral interviews
- Written tests
- Written assignments
- Resume
- Work references

### **The assessment process**

The assessment process is the process of recognition of evidence pertaining to a particular qualification or unit of competency. There are very specific requirements that need to be verified by the trainer/assessor in order to be graded as competent in a unit of competency or a qualification. An assessment requires evidence to be provided by a candidate in order to make a valid decision.

The onus is on candidates to provide sufficient evidence to satisfy assessors that they currently hold the relevant competencies. In determining whether a candidate has presented sufficient evidence, the assessor must ensure that the evidence of prior learning is:

- ✚ **Authentic** (the candidate's own work);
- ✚ **Valid** (directly related to the current version of the relevant endorsed Competency Standards);
- ✚ **Reliable** (shows that the candidate consistently meets the Competency Standards);
- ✚ **current** (reflects the candidate's current capacity to perform the aspect of the work covered by the standards)
- ✚ **Sufficient** (covers the full range of elements in the relevant Unit of Competency and addresses the four dimensions of competency, namely task skills, task management skills, contingency management skills, and job/role environment skills).

### **What is Mutual Recognition?**

**Mutual Recognition** is the recognition and acceptance by a Registered Training Organisation of qualifications and Statements of Attainment issued by other Registered Training Organisations, enabling individuals to receive national recognition of their achievements.



## **How does the RPL Process work?**

### **Step 1**

The first step is to gather evidence of your existing skills and knowledge in a variety of theory and practical subjects. This evidence may be in the form of:

1. Prior qualifications
2. Detailed work resume or CV.
3. Work references or employer testimonials
4. Workplace examples such as menus or photo's
5. Position descriptions
6. Records of workplace training
7. Pay slips

Based on this information we conduct a pre-assessment of your current skills and knowledge to work out what would be the most suitable qualification for you and the best RPL assessment strategy for you to gain your Australian qualification.

We will then contact you to organise a pre-assessment interview, either at our office, in your workplace or by phone or Skype to ask some questions about your work experience and to clearly explain the whole assessment process to give you a clear understanding of what to expect during the RPL process prior to enrolment.

### **Step 2**

After we have conducted your pre-assessment interview we will provide you with some written assessment and assignment tasks to complete together with some documents for your employer to complete on your behalf.

### **Step 3**

The third step in the process involves a practical assessment (if required) of your skills and knowledge in the workplace or in a pre-arranged venue, where a Culinary Solutions Australia assessor observes you working in the kitchen to demonstrate your skills and understanding of preparation techniques, cookery methods, food presentation, food hygiene, workplace safety, etc. We will also ask you some questions about the units you have completed as part of your qualification.

If you are applying for RPL in front of house units we will also observe you performing a variety of practical tasks applicable to your job role (if required) such as coffee making, food and beverage service, bar service etc.

After you have successfully completed all three assessment steps, we will then issue your Australian certificate for the qualification you have applied for.

## **Notes for the practical assessment.**

As part of the RPL process includes a practical assessment of skills it is important to remember that it isn't what skills you demonstrate it is how you demonstrate those skills.

For example, if part of your practical assessment includes demonstrating your skills to prepare, cook and serve a variety of dishes then different candidates may cook different dishes. To ensure that each candidate is assessed on their practical skills fairly the criteria we follow is as follows:

### **Practical assessment criteria:**

- Candidate works in a clean and hygienic manner
- Candidate presents themselves in a clean and professional manner
- Candidate demonstrates appropriate knife skills
- Candidate works in a safe manner following OHS standards
- Candidate demonstrates a variety of preparation methods
- Candidate demonstrates a variety of cooking methods
- Candidate's food has good flavour
- Candidate presents food in an attractive manner
- Candidate uses equipment and utensils in an appropriate manner
- Candidate can weigh and measure ingredients accurately
- Candidate prepares, cooks and serves food in realistic industry timeframes
- Candidate's food demonstrates style of food intended
- Candidate can work in a team

### **N.B. Please discuss and clarify with your assessor any practical assessment criteria for individual units**

### **How much does the RPL process cost?**

Each application is treated on a case by case basis. Fees are dependent on the skills, knowledge, experience and location of each candidate. Before we can give you an accurate price for your assessment, we will need to assess your documents, work experience and conduct an initial interview with you to review your work experience and current skills and knowledge.

If you have any further questions regarding prices, please contact us on 03 9988 6039 to discuss this further.

## **Refund policy**

Culinary Solutions Australia Pty Ltd will guarantee to refund all payments made by a student if the course is cancelled or course commencement is postponed by more than four weeks, unless the student has agreed alternative arrangements.

Prior to commencement of a training program/course, a student will be required to give four (4) weeks' notice of withdrawal from a course to obtain a full refund of payments, minus an administration fee that will not exceed \$200.

After commencement, a student will be required to give four weeks' notice of withdrawal from the course to obtain a refund of payments relating to the remainder of the course after the four weeks' notice. The student will give the refund within four weeks of the notification.

Students who study through a distance education, or self-study method (such as career development program) are required to inform Culinary Solutions Australia in writing of their desire to withdraw from training and return all training material to Culinary Solutions Australia within 14 days of receiving training materials to receive a refund less an administration charge not exceeding \$200.

**NOTE For programs less than 10 weeks you do not need to provide refunds once the program has commenced.**

## **Plagiarism and Collusion**

Plagiarism is a ‘practice that involves the using of another person’s intellectual output and presenting it as one’s own’. This includes the presentation of work that has been copied, in whole or part, from other sources (published books, unpublished works, other candidates work or unauthorised collaboration with other persons), without due acknowledgement.

### **Consequences of Plagiarism and Collusion**

A candidate found guilty of plagiarism will be subject to the following:

Referral to course assessor for: counselling; submission of further work; the placing of a record of the alleged infringement on the candidate’s file.

### **Occupational health and safety**

Workplace health and safety is an important element in most units of competency and Culinary Solutions Australia has specific Occupational Health and Safety obligations under the OH&S Act 2004 (Victoria). Therefore, any training or assessment must be conducted in a safe manner and in a safe environment. If the assessor considers an environment to be hazardous or unsafe for the assessor or the candidate, then they are obligated to stop the training or assessment until the area is considered safe. Also, a candidate not working in a safe manner may be considered Not Yet Competent in units of competence which have an WH&S component.

## **Foundation Skills**

### **What are foundation skills?**

Foundation skills are the underpinning communication skills required for participation in the workplace, the community and in adult education and training. There have been a range of terms used to describe these skills in the past.

Language, literacy and numeracy, or LLN, is the traditional way of referring to the ability to speak, listen, read and write in English, and to use mathematical concepts.

‘Core skills’ is the term used in the Australian Core Skills Framework (ACSF), which specifies five skills. These are learning, reading, writing, oral communication and numeracy – more about core skills later in this companion volume.

‘Foundation skills’ is the term that Australian Government agencies have started to use to cover the ACSF’s five core skills, plus the employability skills, or the Core Skills for Work framework. However, this is not a definitive definition and it’s worth noting that the Foundation Skills Training Package covers core skills plus digital literacy.

Don’t get too concerned about the actual definition of foundation skills – think about the term loosely to cover the range of skills needed to communicate at work, at home and in the community.

## **Foundation skills in units of competency**

All job tasks, and all units of competency include foundation skills – almost everything we do at work has something to do with learning, reading, writing, oral communication and numeracy. It might be having a conversation with a client or a colleague, completing an observation record, working to a schedule or reading workplace health and safety information. Almost everything is underpinned by foundation skills.

There are particular foundation skills that apply to particular job tasks and they should always be addressed as part of a vocational training program. Trainers or employers shouldn't just assume that learners have those skills, because even if a learner has good reading skills, they may need support to develop the skills to be able to read particular documents, or support to complete a particular type of report.

Every effort has been made to ensure that foundation skills are explicit in the new units of competency, but trainers will still need to take a little time to analyse the units to identify what the foundation skills tasks are.

## **Competent (C) or Not Yet Competent (NYC)**

After judgement of the available evidence pertaining to a unit of competency the trainer/assessor will make a judgement that you are 'Competent' or 'Not Yet Competent'

Competent (C) means that in the opinion of the assessor you **HAVE** the required skills and knowledge for that unit of competency.

Not Yet Competent (NYC) means that in the opinion of the assessor you the required skills and knowledge for that unit of competency.

In order to gain a qualification, you must be graded as competent in all core units of competency as well as the appropriate number of elective units of competency.

## **Complaints and appeals policy**

**Complaints and appeals** include but are not restricted to matters of concern to a candidate relating to assessment; the quality of the assessment; candidate support and materials; discrimination; and sexual harassment.

Culinary Solutions Australia Pty Ltd believes that a candidate who has a complaint and appeals has the right to raise the complaints and appeals and expect that every effort will be made to resolve it in accordance with this policy, without prejudice or fear of reprisal or victimisation.

For specific detail of Culinary Solutions Australia complaints and appeals policy please refer to our website or ask your assessor for a hard copy of the policy and procedure.

## **Confidentiality**

Information and results of all dealings with Culinary Solutions Australia are confidential and will not be shared with third parties without your permission. Specific details of the 'Privacy Statement' are available from our website or ask your trainer/assessor for a hardcopy. If you do wish Culinary Solutions Australia to share results and information with a third party such as a migration agent acting on your behalf, please complete this section on the Recognition Application Form.

## **Support**

Culinary Solutions Australia client support assists candidates on a range of administrative matters whilst undergoing assessment. To make an appointment to visit our office at Unit 2 / 3 Austral Place, Victoria 3083 or e-mail [info@culinarysolutions.com.au](mailto:info@culinarysolutions.com.au) or telephone 03 9988 6039.

## **Special needs**

It is important to inform the assessor if you have any special needs which you would like the trainer/assessor to take into account. If you have a disability or if English is not your first language, then please inform the trainer/assessor who may be able to tailor the assessment to suit your individual requirements. You should also be aware that Culinary Solutions Australia has an Access and Equity Policy which is available from our website or by asking your assessor for a hard copy. Should you wish to undertake English lessons we would recommend [www.ames.net.au](http://www.ames.net.au) in Victoria and Sydney.

## **Re-issuing of certificates**

Certificates that are damaged or lost will be re-issued by Culinary Solutions Australia at no extra cost by contacting them at the above address. All electronic information on RPL assessments for candidates are kept for 30 years by Culinary Solutions Australia.

## Role of the candidate

As a candidate you should actively participate in all tasks indicated by the Culinary Solutions Australia trainer.

- ❑ It is the candidate's responsibility to complete any task or workbook relating to the training plan by the agreed assessment date
- ❑ The candidate will attend all training sessions with completed work as well as any other information that may assist in proving the competency for the unit being assessed
- ❑ If the candidate is having difficulty with the work or needs extra assistance, then it is their responsibility to convey this to the Culinary Solutions Australia trainer
- ❑ The candidate must inform the Culinary Solutions Australia trainer if any:
  - ❑ A change of employer
  - ❑ A change of address
  - ❑ A change of course
  - ❑ Extensive time away from studies

## Privacy Notice

Under the *Data Provision Requirements 2012*, **Culinary Solutions Australia** is required to collect personal information about you and to disclose that personal information to the National Centre for Vocational Education Research Ltd (NCVER).

Your personal information (including the personal information contained on the enrolment form), may be used or disclosed by **Culinary Solutions Australia** for statistical, administrative, regulatory and research purposes. **Culinary Solutions Australia** may disclose your personal information for these purposes to:

- Commonwealth and State or Territory government departments and authorised agencies; and
- NCVER.

Personal information that has been disclosed to NCVER may be used or disclosed by NCVER for the following purposes:

- populating authenticated VET transcripts;
- facilitating statistics and research relating to education, including surveys and data linkage;
- pre-populating RTO student enrolment forms;
- understanding how the VET market operates, for policy, workforce planning and consumer information; and
- administering VET, including program administration, regulation, monitoring and evaluation.

You may receive a student survey which may be administered by a government department or NCVER employee, agent or third-party contractor or other authorised agencies. Please note you may opt out of the survey at the time of being contacted.

NCVER will collect, hold, use and disclose your personal information in accordance with the *Privacy Act 1988* (Cth), the National VET Data Policy and all NCVER policies and protocols (including those published on NCVER's website at [www.ncver.edu.au](http://www.ncver.edu.au))

**For more information on Culinary Solutions Australia's Policies for RPL assessments please visit our website at [www.culinarysolutions.com.au](http://www.culinarysolutions.com.au) and go to RTO Policies.**

**Alternatively, you can request a hard copy of the Candidate Information Kit of these policies from your assessor.**



## **Qualifications and Units of competency available for RPL process**

Culinary Solutions Australia offers the following qualifications and units of competency for the Recognition of Prior Learning (RPL) process:

Each qualification listed below can only be achieved following Recognition of Prior Learning (RPL) process conducted by a Culinary Solutions Australia assessor.

Assessment may consist of full qualifications or specific units of competency as required by the candidate

### **Qualifications/competencies including codes in the scope of registration:**

#### **SIT30816 Certificate III in Commercial cookery**

BSBWOR203 Work effectively with others  
BSBSUS201 Participate in environmentally sustainable work practices  
SITHCCC101 Use food preparation equipment\*  
SITHCCC005 Prepare dishes using basic methods of cookery\*  
SITHCCC006 Prepare appetisers and salads\*  
SITHCCC007 Prepare stocks, sauces and soups\*  
SITHCCC008 Prepare vegetable, fruit, egg and farinaceous dishes\*  
SITHCCC012 Prepare poultry dishes\*  
SITHCCC013 Prepare seafood dishes\*  
SITHCCC014 Prepare meat dishes\*  
SITHCCC018 Prepare food to meet special dietary requirements\*  
SITHCCC019 Produce cakes, pastries and breads\*  
SITHCCC020 Work effectively as a cook\*  
SITHKOP001 Clean kitchen premises and equipment\*  
SITHKOP002 Plan and cost basic menus  
SITHPAT006 Produce desserts\*  
SITXFSA001 Use hygienic practices for food safety  
SITXFSA002 Participate in safe food handling practices  
SITXHRM001 Coach others in job skills  
SITXINV002 Maintain the quality of perishable items\*  
SITXWHS001 Participate in safe work practices

\*Prerequisite is SITXFSA001 Use hygienic practices for food safety.

Plus, a minimum of 4 elective subjects are required in order to gain the certificate.

These 4 elective subjects can be chosen from the following units of competency

SITHCCC003 Prepare and present sandwiches\*  
SITHCCC017 Handle and serve cheese\*  
SITHCCC015 Produce and serve food for buffets\*  
SITHCCC021 Produce specialised food items\*  
SITHCCC002 Prepare and present simple dishes\*  
SITXINV001 Receive and store stock  
SITXINV003 Purchase goods

\*Prerequisite is SITXFSA001 Use hygienic practices for food safety

Please note more than 4 elective units can be chosen but each extra elective may incur an extra cost to the candidate.

Any other elective unit the candidate wishes to apply for which is not included on this list can be discussed with a Culinary Solutions Australia assessor prior to the commencement of the RPL process.

## **SIT40516 Certificate IV in Commercial cookery**

BSBDIV501 Manage diversity in the workplace  
BSBSUS301 Implement and monitor environmentally sustainable work practices  
SITHCCC001 Use food preparation equipment \*  
SITHCCC005 Prepare dishes using basic methods of cookery \*  
SITHCCC006 Prepare appetisers and salads \*  
SITHCCC007 Prepare stocks, sauces and soups \*  
SITHCCC008 Prepare vegetable, fruit, egg and farinaceous dishes \*  
SITHCCC012 Prepare poultry dishes \*  
SITHCCC013 Prepare seafood dishes \*  
SITHCCC014 Prepare meat dishes \*  
SITHCCC018 Prepare food to meet special dietary requirements \*  
SITHCCC019 Produce cakes, pastries and breads\*  
SITHCCC020 Work effectively as a cook \*  
SITHKOP002 Plan and cost basic menus  
SITHKOP004 Develop menus for special dietary requirements  
SITHKOP005 Coordinate cooking operations \*  
SITHPAT006 Produce desserts \*  
SITXCOM005 Manage conflict  
SITXFIN003 Manage finances within a budget  
SITXFSA001 Use hygienic practices for food safety  
SITXFSA002 Participate in safe food handling practices  
SITXHRM001 Coach others in job skills  
SITXHRM003 Lead and manage people  
SITXINV202 Maintain the quality of perishable items \*  
SITXMGT001 Monitor work operations  
SITXWHS003 Implement and monitor work health and safety practices

\*Prerequisite is SITXFSA001 Use hygienic practices for food safety

Plus, a minimum of 6 elective subjects are required in order to gain the certificate.

These 6 elective subjects can be chosen from the following units of competency

SITHCCC003 Prepare and present sandwiches\*  
SITHCCC017 Handle and serve cheese\*  
SITHCCC015 Produce and serve food for buffets\*  
SITHCCC021 Produce specialised food items\*  
SITHCCC002 Prepare and present simple dishes\*  
SITXINV001 Receive and store stock  
SITXINV003 Purchase goods  
SITXINV004 Control stock  
SITXHRM002 Roster staff

\*Prerequisite is SITXFSA001 Use hygienic practices for food safety

Please note more than 6 elective units can be chosen but each extra elective may incur an extra cost to the candidate.

Any other elective unit the candidate wishes to apply for which is not included on this list can be discussed with a Culinary Solutions Australia assessor prior to the commencement of the RPL process.

## **SIT31016 Certificate III in Patisserie**

BSBSUS201 Participate in environmentally sustainable work practices  
BSBWOR203 Work effectively with others  
SITHCCC001 Use food preparation equipment\*  
SITHCCC005 Prepare dishes using basic methods of cookery\*  
SITHCCC011 Use cookery skills effectively\*  
SITHKOP001 Clean kitchen premises and equipment\*  
SITHPAT001 Produce cakes\*  
SITHPAT002 Produce gateaux, torten and cakes\*  
SITHPAT003 Produce pastries\*  
SITHPAT004 Produce yeast based bakery products\*  
SITHPAT005 Produce petit fours\*  
SITXPAT006 Produce desserts\*  
SITXFSA001 Use hygienic practices for food safety  
SITXFSA002 Participate in safe food handling practices  
SITXHRM001 Coach others in job skills  
SITXINV002 Maintain the quality of perishable items\*  
SITXWHS001 Participate in safe work practices

\*Prerequisite is SITXFSA001 Use hygienic practices for food safety

Plus, a minimum of 5 elective subjects are required in order to gain the certificate.

These 5 elective subjects can be chosen from the following units of competency

SITHCCC018 Prepare food to meet special dietary requirements\*  
SITHKOP002 Plan and cost basic menus  
SITHCCC015 Produce and serve food for buffets\*  
SITXINV001 Receive and store stock\*  
SITXINV003 Purchase goods  
SITHCCC021 Produce specialised food items\*  
SITHCCC002 Prepare and present simple dishes\*

\*Prerequisite is SITXFSA001 Use hygienic practices for food safety

Please note more than 5 elective subjects can be chosen but each extra elective may incur an extra cost to the candidate.

Any other elective subject the candidate wishes to apply for which is not included on this list can be discussed with a Culinary Solutions Australia assessor prior to the commencement of the RPL process.

## **SIT40716 Certificate IV in Patisserie**

BSBDIV501 Manage diversity in the workplace  
BSBSUS301 Implement and monitor environmentally sustainable work practices  
SITHCCC001 Use food preparation equipment \*  
SITHCCC005 Prepare dishes using basic methods of cookery \*  
SITHCCC011 Use cookery skills effectively \*  
SITHCCC018 Prepare food to meet special dietary requirements \*  
SITHKOP005 Coordinate cooking operations\*  
SITHPAT001 Produce cakes\*  
SITHPAT002 Produce gateaux, torten and cakes\*  
SITHPAT003 Produce pastries\*  
SITHPAT004 Produce yeast based bakery products\*  
SITHPAT005 Produce petit fours\*  
SITHPAT006 Produce desserts\*  
SITHPAT007 Prepare and model marzipan\*  
SITHPAT008 Produce chocolate confectionary\*  
SITHPAT009 Model sugar based decorations\*  
SITHPAT010 Design and produce sweet buffet show pieces\*  
SITXCOM005 Manage conflict  
SITXFIN003 Manage finances within a budget  
SITXFSA001 Use hygienic practices for food safety  
SITXFSA002 Participate in safe food handling practices  
SITXHRM001 Coach others in job skills  
SITXHRM003 Lead and manage people  
SITXINV202 Maintain the quality of perishable items \*  
SITXMGT001 Monitor work operations  
SITXWHS003 Implement and monitor work health and safety practices

\*Prerequisite is SITXFSA001 Use hygienic practices for food safety

Plus, a minimum of 6 elective subjects are required in order to gain the certificate.

These 6 elective subjects can be chosen from the following units of competency

SITHCCC003 Prepare and present sandwiches\*  
SITHCCC017 Handle and serve cheese\*  
SITHCCC015 Produce and serve food for buffets\*  
SITHCCC021 Produce specialised food items\*  
SITHCCC002 Prepare and present simple dishes\*  
SITXINV001 Receive and store stock  
SITXINV003 Purchase goods  
SITXINV004 Control stock  
SITXHRM002 Roster staff  
SITHKOP002 Plan and cost basic menus

\*Prerequisite is SITXFSA001 Use hygienic practices for food safety

Please note more than 6 elective units can be chosen but each extra elective may incur an extra cost to the candidate.

Any other elective unit the candidate wishes to apply for which is not included on this list can be discussed with a Culinary Solutions Australia assessor prior to the commencement of the RPL process.

### **SIT31116 Certificate III in Asian cookery**

BSBSUS201 Participate in environmentally sustainable work practices  
BSBWOR203 Work effectively with others  
SITHASC001 Prepare dishes using basic methods of Asian cookery\*  
SITHASC002 Prepare Asian appetisers and snacks\*  
SITHASC003 Prepare Asian stocks and soups\*  
SITHASC004 Prepare Asian sauces, dips and accompaniments\*  
SITHASC005 Prepare Asian salads\*  
SITHASC006 Prepare Asian rice and noodles\*  
SITHASC008 Prepare Asian cooked dishes\*  
SITHCCC001 Use food preparation equipment\*  
SITHCCC018 Prepare food to meet special dietary requirements\*  
SITHCCC020 Work effectively as a cook\*  
SITHKOP001 Clean kitchen premises and equipment\*  
SITHKOP002 Plan and cost basic menus  
SITXFSA001 Use hygienic practices for food safety  
SITXFSA002 Participate in safe food handling practices  
SITXHRM001 Coach others in job skills  
SITXINV002 Maintain the quality of perishable items\*  
SITXWHS001 Participate in safe work practices

\*Prerequisite is SITXFSA001 Use hygienic practices for food safety.

Plus, a minimum of 6 elective subjects are required in order to gain the certificate.

These 6 elective subjects can be chosen from the following units of competency

SITHASC014 Prepare dim sum\*  
SITHASC015 Prepare Chinese roast meat and poultry dishes\*  
SITHASC007 Prepare curry pastes and powders\*  
SITHASC016 Prepare tandoori dishes\*  
SITHASC017 Prepare Indian breads\*  
SITHASC311 Prepare Indian sweetmeats\*  
SITHASC019 Prepare Indian pickles and chutneys\*  
SITHASC010 Prepare Japanese cooked dishes\*  
SITHASC011 Prepare sashimi\*  
SITHASC012 Prepare sushi\*  
SITHCCC015 Produce and serve food for buffets\*  
SITHCCC021 Produce specialised food items\*  
SITHCCC002 Prepare and present simple dishes\*  
SITXINV001 Receive and store stock  
SITXINV003 Purchase goods  
SITHASC009 Prepare Asian desserts

\*Prerequisite is SITXFSA001 Use hygienic practices for food safety

Please note more than 6 elective subjects can be chosen but each extra elective may incur an extra cost to the candidate.

Any other elective subject the candidate wishes to apply for which is not included on this list can be discussed with a Culinary Solutions Australia assessor prior to the commencement of the RPL process.

## **SIT40816 Certificate IV in Asian Cookery**

BSBDIV501 Manage diversity in the workplace  
BSBSUS301 Implement and monitor environmentally sustainable work practices  
SITHASC001 Prepare dishes using basic methods of Asian cookery\*  
SITHASC002 Prepare Asian appetisers and snacks\*  
SITHASC003 Produce Asian stocks and soups\*  
SITHASC004 Produce Asian sauces, dips and accompaniments\*  
SITHASC005 Prepare Asian salads\*  
SITHASC006 Prepare Asian rice and noodles\*  
SITHASC008 Produce Asian cooked dishes\*  
SITHCCC001 Use food preparation equipment\*  
SITHCCC018 Prepare food to meet special dietary requirements\*  
SITHCCC020 Work effectively as a cook\*  
SITHKOP002 Plan and cost basic menus  
SITHKOP005 Coordinate cooking operations  
SITXCOM005 Manage conflict  
SITXFIN003 Manage finances within a budget  
SITXFSA001 Use hygienic practices for food safety  
SITXFSA002 Participate in safe food handling practices  
SITXHRM001 Coach others in job skills  
SITXHRM003 Lead and manage people  
SITXINV002 Maintain the quality of perishable items\*  
SITXMGT001 Monitor work operations  
SITXWHS003 Implement and monitor work health and safety practices

\*Prerequisite is SITXFSA001 Use hygienic practices for food safety

Plus, a minimum of 7 elective subjects are required in order to gain the certificate.

These 7 elective subjects can be chosen from the following units of competency

SITHASC014 Prepare dim sum\*  
SITHASC015 Prepare Chinese roast meat and poultry dishes\*  
SITHASC007 Prepare curry pastes and powders\*  
SITHASC016 Prepare tandoori dishes\*  
SITHASC017 Prepare Indian breads\*  
SITHASC018 Prepare Indian sweetmeats\*  
SITHASC019 Prepare Indian pickles and chutneys\*  
SITHASC010 Prepare Japanese cooked dishes\*  
SITHASC011 Prepare sashimi\*  
SITHASC012 Prepare sushi\*  
SITHCCC015 Produce and serve food for buffets\*  
SITHCCC021 Produce specialised food items\*  
SITHCCC002 Prepare and present simple dishes\*  
SITXINV001 Receive and store stock  
SITXINV003 Purchase goods  
SITXHRM002 Roster staff  
SITXINV004 Control stock

\*Prerequisite is SITXFSA001 Use hygienic practices for food safety

Please note more than 7 elective subjects can be chosen but each extra elective may incur an extra cost to the candidate.

Any other elective subject the candidate wishes to apply for which is not included on this list can be discussed with a Culinary Solutions Australia assessor prior to the commencement of the RPL process.

### **SIT50416 Diploma of hospitality**

BSBDIV501 Manage diversity in the workplace  
BSBMGT517 Manage operational plan  
SITXCCS007 Enhance the customer service experience  
SITXCCS008 Develop and manage quality customer service  
SITXCOM005 Manage conflict  
SITXFIN003 Manage finances within a budget  
SITXFIN004 Prepare and monitor budgets  
SITXGLC001 Research and comply with regulatory requirements  
SITXHRM002 Roster staff  
SITXHRM003 Lead and manage people  
SITXMGT001 Monitor work operations  
SITXMGT002 Establish and conduct business relationships  
SITXWHS003 Implement and monitor work, health and safety practices

#### **Plus, one of the following:**

SITHCCC020 Work effectively as a cook\*  
SITHIND004 Work effectively in hospitality service  
SITHKOP005 Coordinate cooking operations\*

#### **Plus, one of the following:**

\*SITXFSA001 Use hygienic practices for food safety  
\*SITHIND001 Use hygienic practices for hospitality service

Plus 13 elective subjects can be chosen from the following units of competence:



SITHCCC001 Use food preparation equipment\*  
 SITHCCC005 Prepare dishes using basic methods of cookery\*  
 SITHCCC006 Prepare appetisers and salads\*  
 SITHCCC007 Prepare stocks, sauces and soups\*  
 SITHCCC008 Prepare vegetable, fruit, egg and farinaceous dishes\*  
 SITHCCC012 Prepare poultry dishes\*  
 SITHCCC013 Prepare seafood dishes\*  
 SITHCCC014 Prepare meat dishes\*  
 SITHCCC018 Prepare food to meet special dietary requirements\*  
 SITHCCC019 Produce cakes, pastries and breads\*  
 SITHKOP001 Clean kitchen premises and equipment\*  
 SITHKOP002 Plan and cost basic menus  
 SITHPAT006 Produce desserts\*  
 SITXFSA002 Participate in safe food handling practices\*  
 SITXHRM001 Coach others in job skills  
 SITXINV002 Maintain the quality of perishable items\*  
 SITXWHS001 Participate in safe work practices  
 SITHCCC003 Prepare and present sandwiches\*  
 SITHCCC017 Handle and serve cheese\*  
 SITHCCC015 Produce and serve food for buffets\*  
 SITHCCC021 Produce specialised food items\*  
 SITXINV001 Receive and store stock\*  
 SITXINV003 Purchase goods  
 SITXINV004 Control stock  
 SITHPAT003 Produce pastries\*  
 SITHPAT001 Produce cakes\*  
 SITHPAT004 Produce yeast-based bakery products\*  
 SITHPAT005 Produce petit fours\*  
 SITHPAT006 Produce desserts\*  
 SITHPAT002 Produce gateaux, torten and cakes\*  
 SITHASC014 Prepare dim sum\*  
 SITHASC015 Prepare Chinese roast meat and poultry dishes\*  
 SITHASC007 Prepare curry pastes and powders\*  
 SITHASC016 Prepare tandoori dishes\*  
 SITHASC017 Prepare Indian breads\*  
 SITHASC018 Produce Indian sweetmeats\*  
 SITHASC019 Produce Indian pickles and chutneys\*  
 SITHASC010 Prepare Japanese cooked dishes\*  
 SITHASC011 Prepare sashimi\*  
 SITHASC012 Prepare sushi\*  
 SITHASC013 Produce Japanese desserts\*  
 SITHASC001 Prepare dishes using basic methods of Asian cookery\*  
 SITHASC002 Prepare Asian appetisers and snacks\*  
 SITHASC003 Prepare Asian stocks and soups\*  
 SITHASC004 Prepare Asian sauces, dips and accompaniments\*  
 SITHASC005 Prepare Asian salads\*  
 SITHASC006 Prepare Asian rice and noodles\*  
 SITHASC007 Prepare curry pastes and powders\*  
 SITHASC008 Prepare Asian cooked dishes\*  
 SITXFAB002 Provide responsible service of alcohol  
 SITHFAB003 Operate a bar \* ^

SITHFAB001 Clean and tidy bar area  
SITHFAB004 Prepare and serve non-alcoholic beverages\*  
SITHFAB005 Prepare and serve espresso coffee\*  
SITHACS001 Clean premises and equipment  
SITHFAB010 Prepare and serve cocktails\* ^  
SITHFAB014 Provide table service of food and beverage \* ^  
SITHFAB016 Provide advice on food  
SITHFAB310 Provide advice on beers, spirits and liqueurs ^  
SITXFIN001 Process financial transactions  
SITXHRM006 Monitor staff performance  
SITXHRM004 Recruit, select and induct staff  
SITXCCS006 Provide service to customers  
SITXCOM002 Show social and cultural sensitivity  
SITE EVT006 Plan in house events or functions

^Prerequisite is SITHFAB002 Provide responsible service of alcohol

\*Prerequisite is SITXFSA001 Use hygienic practices for food safety

Please note more than 13 elective units can be chosen but each extra elective may incur an extra cost to the candidate.

Any other elective unit the candidate wishes to apply for which is not included on this list can be discussed with a Culinary Solutions Australia assessor prior to the commencement of the RPL process.