

## **TLI30107 CERTIFICATE III IN TRANSPORT AND LOGISTICS** **(WAREHOUSING AND STORAGE)**

**Twenty one** units are required for this qualification. Consisting of seven units from Certificate I in Transport and Logistics (Warehousing and Storage), seven units from Certificate II in Transport and Logistics (Warehousing and Storage), and seven units from Certificate III in Transport and Logistics (Warehousing and Storage).

### **LEVEL I**

Please select **seven** units from the below section (Please tick appropriate boxes):

- TLIA107C Secure cargo
- TLIB2807B Maintain and use hand tools
- TLIB3007B Undertake general site maintenance
- TLIB3107B Clean up plant, equipment and worksite
- TLIC107C Drive vehicle
- TLID107C Shift materials safely using manual handling methods
- TLID207C Shift a load using manually-operated equipment
- TLIE307C Participate in basic workplace communication
- TLIE507C Carry out basic workplace calculations
- TLIF107C Follow occupational health and safety procedures
- TLIF207C Conduct housekeeping activities
- TLIG107C Work effectively with others
- TLII207D Apply customer service skills
- TLIL107C Complete workplace orientation/induction procedures
- TLIO207D Follow security procedures

### **LEVEL II**

Please select **seven** units from the below section (Please tick appropriate boxes):

- TLIA907D Complete and check import or export documentation
- TLIA1107C Package goods
- TLIA1207C Pick and process orders
- TLIA1307C Receive goods
- TLIA1407C Use product knowledge to complete work operations
- TLIA2007C Replenish stock
- TLIA2107C Despatch stock
- TLIA2207C Participate in stocktakes
- TLIA4407B Carry out delivery operations
- TLIB107C Check and assess operational capabilities of equipment
- TLIB2907B Use and maintain minor mechanical equipment
- TLID407C Load and unload goods / cargo
- TLID707C Prepare cargo for transport with slings
- TLID1007C Operate a forklift
- TLIE107C Present routine workplace information

Learner Name: \_\_\_\_\_



## LEVEL II (continued)

- TLIE707B Use communication systems
- TLIE807C Process workplace documentation
- TLIF1007C Apply fatigue management strategies
- TLIG707B Work in a socially diverse environment
- TLIH307C Prioritise courier / delivery operations
- TLIJ107C Apply quality procedures
- TLIK307C Apply keyboard skills
- TLIL807C Complete routine administrative tasks
- TLIT107C Capture records into a records keeping system
- TLIT407C Maintain control of records
- TLIT507C Provide information from and about records
- TLIU707B Care for the environment
- TLIV507C Clean and inspect pallets
- BSBCMN208A Deliver a service to customers
- BSBCMN209A Provide information to clients
- BSBCMN216A Create customer relationship
- BSBCMN217A Process customer feedback

## LEVEL III

Please select **seven** units from the below section (Please tick appropriate boxes):

- TLIA1507C Complete receipt / despatch documentation
- TLIA1607C Use inventory systems to organise stock control
- TLIA1707C Apply product knowledge to organise work operations
- TLIA1807C Organise despatch operations
- TLIA1907C Organise receipt operations
- TLIA2407C Organise warehouse records operations
- TLIA2607C Monitor storage facilities
- TLIA3807B Control and order stock
- TLIA3907B Receive and store stock
- TLID1107C Conduct specialised forklift operations
- TLID1407C Load and unload vehicles carrying special loads
- TLIE207C Estimate / calculate mass, area and quantify dimensions
- TLIE407C Prepare workplace documents
- TLIF307C Implement and monitor occupational health and safety procedures
- TLIG207C Lead a work team or group
- TLIJ207C Apply quality systems
- TLIL307C Conduct induction process
- TLIO1607B Apply and monitor workplace security procedures
- TLIT307C Identify and classify records to be captured
- TLIT607C Provide records retrieval service
- TLIT807C Undertake disposal program
- BSBCMN302A Organise personal work priorities and development
- BSBCMN310A Deliver and monitor a service to customers