

Certificate II in Meat Processing (Food Services)

COURSE CODE	AMP20117
LOCATIONS	Workplace training
STUDY MODE	Full-time, Part-time, Traineeship
Length	Two years
Commencement	Apply any time
Timetable	Workplace training with three hours per week of dedicated study time. Plus five visits from a trainer in the first-year then four visits per year

Course Overview

This section gives you an introduction to what you will be learning in this course, plus course outcomes, career opportunities, and student support.

Study from home during COVID-19 restrictions

Whilst we pride ourselves on our hands-on training, we have had to adjust most of our courses for study from home and remote learning during the COVID-19 restrictions. This means courses will be delivered using a range of methods including online learning, virtual classrooms, workbooks and direct contact with your teacher.

Given the government restrictions that are now in place to reduce the spread of coronavirus in Australia, we expect this new model of study will continue until the government makes changes to these restrictions.

Introduction

This qualification is for people new to working in the meat industry and thinking about an apprenticeship or front-of-counter butchery staff needing some introductory skills.

In this course students will be given an overview of the meat industry and will learn essential skills to work in a butcher or meat processing retail setting.

Students can grow their careers with increased knowledge in processing sales, dealing with customers, following safe work policies and storing and preparing meat products.

All of this training is based in the workplace and based on each businesses needs, meaning no disruption to the workplace.

Mode of delivery

This traineeship is offered predominately workplace-based training.

Students will be required to dedicate 3 hours per week of study for 48 weeks per year. This includes designated reading handouts/workbooks, company workplace instructions and practical activities.

There will also be visits from the trainer for workplace training and assessments. There are five visits in the first year from the trainers of approximately 3 hours duration and then four visits per year for the remaining year.

The trainer will contact students monthly and students can contact the trainer at any time for assistance.

Course Outcomes and Career Opportunities

- meat wholesale preparation worker
- meat department customer service worker
- meat wholesale packer/wrapper
- meat wholesale packer/slicer
- butcher shop customer service worker
- delicatessen assistant
- value-adding worker in a boning room
- workers in single species retail outlets
- workers undertaking shelf-ready preparation of meat products
- 'meals ready-to-eat' preparers
- portion control slicer and packer

Pathways

- [Certificate III in Meat Processing \(Food Services\) AMP30216](#)

Course in Transition

Industry is constantly having input into training packages to ensure course content is relevant and industry specific. Where this occurs, the course code, title, units and content may change in the future and you may be enrolled into the new qualification. If relevant, further information will be provided on our website, upon enrolment and/or during the course of your training.

Course Requirements

This section gives you an overview of entry requirements, course units and electives, skills recognition, and assessment criteria.

Entrance requirements & pre-requisites

Must be employed as a trainee in an abattoir where further processing is conducted. Value adding, boned and boxed ready for sale etc.

Apprenticeship/Traineeship Entry Requirements

You need to be employed in this field as a trainee before commencing this course.

If you are currently **not** employed in this field please contact the [Skills and Jobs Centre](#) for further advice. Contact them on 5564 8515 or email skillsandjobscentre@swtafe.edu.au.

Course requirements

To be eligible for this qualification, you must successfully complete 14 units: 6 core and 8 elective.

Units offered

Core Units

Unit Code	Unit Name	Unit Hours	Unit Consumables
AMPCOR201	Maintain personal equipment	20	\$0.00
AMPCOR202	Apply hygiene and sanitation practices	40	\$0.00

AMPCOR203	Comply with Quality Assurance and HACCP requirements	40	\$0.00
AMPCOR204	Follow safe work policies and procedures	40	\$0.00
AMPCOR205	Communicate in the workplace	40	\$0.00
AMPCOR206	Overview the meat industry	20	\$0.00

Elective Units

Unit Code	Unit Name	Unit Hours	Unit Consumables
AMPR101	Identify species and meat cuts	15	\$0.00
AMPR103	Store meat product	10	\$0.00
AMPR104	Prepare minced meat and minced meat products	15	\$0.00
AMPR105	Provide service to customers	15	\$0.00
AMPR106	Process sales transactions	10	\$0.00
AMPR203	Select, weigh and package meat for sale	10	\$0.00
AMPR208	Make and sell sausages	20	\$0.00
AMPR209	Produce and sell value-added products	10	\$0.00
AMPR210	Receive meat products	10	\$0.00
AMPR212	Clean meat retail work area	20	\$0.00
AMPX209	Sharpen knives	40	\$0.00
AMPX210	Prepare and slice meat cuts	30	\$0.00
FBPOPR2069	Use numerical applications in the workplace	30	\$0.00

Units

The units listed below are just a sample of what we can offer training in. We offer a wide variety of training tailored to suit your business needs.

Assessment

This course involves accredited units. You will be required to complete assessment tasks to demonstrate your underpinning knowledge, skills and attributes to meet the course outcomes. A combination of written, oral and practical assessment strategies will be used in either a classroom, online or workplace environment.

Where units require demonstration of skills in a workplace environment, you will have the opportunity to do this either in your own workplace (where appropriate), through a practical placement, or by using one of the Institute's simulated workshops/classrooms. Detailed information about the types, conduct and dates of assessments will be provided in advance. You will also be provided with information about the opportunity for reassessment and appeal.

After applying

Once you have applied for your chosen course, you will receive a thank you email from South West TAFE with a few steps to help process your enrolment.

Complete a Pre-Training Review

You will receive an email to complete a Pre-Training Review online evaluation. This evaluation helps us tailor your training to suit your needs.

Create or provide a Unique Student Identifier (USI)

A USI is a nationally recognised reference number that provides an online record of your training qualifications gained in Australia.

[Create your USI](#)

Already have a USI but can't remember it? [Find your USI](#)

Skills recognition

If you have experience or prior qualifications, you may be eligible to apply for [recognition of prior learning](#) and gain credits. You will be asked to provide any relevant Statement of Attainment to support identified credits.

Fees

This section gives you an overview of course fees, subsidies, and how they can be paid.

Course Fees

Here's an outline of fees and costs associated with your course.

Your fees each year can be made up of 3 different elements. Everyone has different circumstances that can affect what you pay and how much you pay. :

1. Tuition fees - charged as an hourly rate that varies from course to course. A large portion of the tuition is subsidised by the Victorian Government for eligible students.
2. Resource and/or materials costs - covers the cost of materials and other incidentals. This fee will vary according to the course being undertaken.
3. Booklist items - such as textbooks, equipment and stationery recommended for your course

Tuition fees

There are 4 different rates of tuition fees. Only one will apply to you (depending on your eligibility and circumstances).

1. Government Subsidised Fee - you could be eligible for a government-subsidised rate under the Skills First funding depending on your age, educational history, and citizenship or residency status. If you are eligible, the government will contribute to the cost of your training.
[Find out more about subsidised training](#)
2. Government Subsidised Concession Fee - If you are eligible for a Skills First government-subsidised place and hold a current healthcare or pension card, that you can provide at enrolment. You may be eligible for the concession rate.
[Find out more about concession rates](#)
3. Free TAFE - Students who are eligible for Victorian government-subsidised training will not pay course tuition fees for the duration of their enrolment in this course, however, there may be some consumable/material fees for the course (find out more below). Any resource or material costs, or booklist items for this course are listed in the table below.
[Find out more about Free TAFE](#)
4. Full fee - If you are not eligible for a Skills First government-subsidised place, exemption, concession or are enrolling in a course that isn't government-subsidised, you may be required to pay the full fee rate.

FIND OUT MORE ABOUT FEES AND ELIGIBILITY

The fees listed below are indicative only and may be subject to change without notice and given individual circumstances. Your actual fees will be calculated based on your individual circumstances at the time of enrolment. Funding made available to eligible individuals by State and Commonwealth Governments. If funding is utilised, this may affect future opportunities to access additional funding in the future.

Course fees by student type

Indicative Course Fee

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Government subsidised rate (if eligible)	\$900.00
Concession rate	\$180.00
Full fee rate (if not eligible for govt subsidy)	\$7,720.00
Additional course fees	
Course consumable/materials (approximate)	\$0.00
Indicative Course Fee	

Resource and/or materials costs

Some courses require specific resources or materials necessary for your study eg: tools of the trade, excursions, etc. Final costs will be determined upon enrolment.

How do I pay my fees?

Once we have processed your enrolment form, you will receive an email with your invoice.

You have [three options when organising your payment](#):

1. [Upfront payment](#) - can be made over the phone with EFTPOS
2. [Payment plan](#) - can be directly debited from your bank account, debited from your Centrelink payments or via a [VET Student Loan](#) (for diploma or advanced diploma courses only)
3. [Paid by employer, school or job network agency](#) - if your fees are being paid by your employer, school or job network agency, you will need to complete an Authority to Invoice form.

Payments will need to be arranged within five(5) business days of receiving the email containing your invoice.

We also offer a range of [scholarships](#) each year which you may be eligible to apply for to assist with course fees.

Next Steps

Ready to take the next step? Here you can [make an enquiry](#), [attend an information session](#) or [begin the application process](#).

Careers and Course Advice

Not sure which course is right for you? South West TAFE will help you find your way.

Our Careers Coaches at the [Skills and Jobs Centre](#) is here to support you. Whether you're exploring career options, transitioning from school to the workforce or looking to study after school we're here to help you. Call, email or drop in.

Call 5564 8515 or email skillsandjobscentre@swtafe.edu.au

How to apply for an apprenticeship or traineeship

There are five simple steps to apply for an apprenticeship or traineeship with us.

1. **Find a job** - find a job as an apprentice or trainee through an Apprenticeship Centre or Group Training Company.
2. **Register** - register with an Australian Apprenticeship Support Network (AASN) and nominate SWTAFE as your training provider (your employer will usually do this for you).
3. **Complete a pre-training review** - SWTAFE staff will contact you to organise your Pre-Training Review once your ASSN contract

registration is complete.

4. **Enrol** - complete the enrolment form provided to you and provide your identification.
5. **Sign** - once you've completed your enrolment form and verified your identification you will receive your student declaration form to review and sign. You can sign this digitally via your smartphone, computer or tablet.

If need any assistance with applying, [contact our Customer Service team](#) on 1300 648 911 or [visit your nearest campus](#).

Student Support

As a SWTAFE student, you can access a variety of support services that will enhance your study experience and help you complete your studies successfully. For more information about any of these services, [visit our student page](#).