



ACCESS  
Recognised Training  
AUSTRALIA



## DOMESTIC STUDENTS

SIT40422

# Certificate IV in Hospitality

### Course Description

This qualification embodies proficient operators wielding an extensive array of hospitality skills, coupled with a sound understanding of industry practices. Operating autonomously or with a touch of guidance, they navigate unique challenges with discernment. A significant number embrace supervisory roles, orchestrating, overseeing, and appraising team performance.

Choosing ACCESS means both you and your employer will dive into one of today's most cutting-edge, industry-specific work-based training (WBT) programs. We'll collaborate to arm you with the essential knowledge, hands-on skills, and firsthand experience needed to thrive in the dynamic realm of hospitality.

### Course Duration

6 – 12 months. The course duration will vary depending on the number of credit transfers and the individual progress of each student. At a minimum, students are expected to complete one unit of competency per month.

### Course Structure

The total number of Units of Competency to receive this qualification is 21 comprising of 9 core and 12 elective units. The list of units to be undertaken can be found below.

### Admission Requirements

- To undertake this qualification with ACCESS Recognised Training you must be employed in a fully operational hospitality establishment. ACCESS does not provide employment or recruitment services and therefore cannot assist with work placements;
- Sound English language, literacy and numeracy skills (ACSF – Level 4); and
- Successful completion of Certificate III in Hospitality.

### Course Delivery

Immerse yourself in the world of Work Based Training (WBT), where the heart of learning beats within real workplaces. Our WBT program harmoniously combines the wisdom of Registered Training Organisation (RTO) guided online theoretical learning with the hands-on, employer-led practical training conducted at your workplace.

Every student embarks on this journey with the support of a dedicated Trainer/Assessor and a Workplace Supervisor, working in tandem to orchestrate a seamless training and assessment experience. Regular check-ins with your assigned Trainer/Assessor ensure you're not just meeting, but surpassing assessment expectations, propelling you forward on your path to progress.



## Learning Resources

ACCESS uses customised high quality, interactive and immersive online training content and resources. These are available through our unique student portal.

## Computer Equipment Requirements

To undertake this course, students will be required to have access to their own computers/devices (including software programs such as Microsoft Office or Google suite), printers, internet facilities, and stationery resources.

## Student Support Services

- ACCESS will identify support needs prior to student enrolment through the enrolment form and a Language, Literacy and Numeracy (LLN) assessment which each student must undertake. Where support needs are identified, ACCESS will provide support throughout the learning and assessment process through a variety of mechanisms including:
- Language, literacy and numeracy (LLN) support through trainers;
- Assistive technology
- Additional tutorials (additional costs may apply), and/or
- Other mechanisms, such as assistance in using technology for online delivery component.

## Recognition of Prior Learning (RPL)

You may be eligible for RPL if you have completed relevant education to meet the requirements of one or more units of competency within this qualification. RPL fees will be quoted on application. All applications for RPL must be made prior to the commencement of the course.

## Pathways to Further Studies

After achieving the SIT40422 Certificate IV in Hospitality students may enrol in the SIT50422 Diploma of Hospitality Management.

## Job Prospects

Potential job roles for graduates include bar supervisor, concierge, duty manager, food and beverage supervisor, front office supervisor, housekeeping supervisor, gaming supervisor and hotel shift manager.

## Tuition Fees

The total course fees will vary depending on the availability of Government funding.

Please visit <https://accessrt.edu.au/fees-and-charges/> for a full list of fees and charges.

## Contact Us

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# SIT40422 Certificate IV in Hospitality

## Units of Competency (9 Core and 12 Elective)

Core Units of Competency		No.
SITHIND008	Work effectively in hospitality service	1
SITXCCS015	Enhance customer service experiences	2
SITXCOM010	Manage conflict	3
SITXFIN009	Manage finances within a budget	4
SITXHRM007	Coach others in job skills	5
SITXHRM008	Roster staff	6
SITXHRM009	Lead and manage people	7
SITXMGT004	Monitor work operations	8
SITXWHS007	Implement and monitor work health and safety practices	9
<b>Group A - Mandatory Elective Unit</b>		
SITXFSA005	Use hygienic practices for food safety	10
<b>Group B - Elective Units - Select 11 units in total from Group B or Group B + Group C. Minimum of 8 units from Group B must be selected.</b>		
SITHFAB022*	Clean and tidy bar areas (SITXFSA005)	
SITHFAB021	Provide responsible service of alcohol	
SITHFAB023**	Operate a bar (SITHFAB021,SITXFSA005)	
SITHFAB024*	Prepare and serve non-alcoholic beverages (SITXFSA005)	
SITHFAB025*	Prepare and serve espresso coffee (SITXFSA005)	
SITHFAB030***	Prepare and serve cocktails (SITHFAB021,SITHFAB023,SITXFSA005)	
SITHFAB031*	Provide advice on beers, spirits and liqueurs	
SITHFAB036	Provide advice on food	
SITHGAM022	Provide responsible gambling services	
SITHIND006	Source and use information on the hospitality industry	
SITXCCS010	Provide visitor information	
SITXCCS013	Provide club reception services	
SITXFSA006	Participate in safe food handling practices	
SITEEVT020	Source and use information on the events industry	
SITEEVT023	Plan in-house events	
SITEEVT028	Manage on-site event operations (import)	
<b>Group C - Elective Units - Maximum 2 units from Group C or 2 imports</b>		
HLTAID011	Provide first aid	
SITHCCC024* (e)	Prepare and present simple dishes (import) (SITXFSA005)	
SITHFAB027* (e)	Serve food and beverage (import) (SITXFSA005)	
SITHKOP009* (e)	Clean kitchen premises and equipment (import) (SITXFSA005)	
SITXFIN007 (e)	Process financial transactions (import)	
SITXFIN008 (e)	Interpret financial information	
SITXINV006* (ne)	Receive, store and maintain stock (SITXFSA005)	
SITXINV007 (e)	Purchase goods	
SITXINV008 (e)	Control stock	
SITXWHS006 (e)	Identify hazards, assess and control safety risks	

\*Indicates a prerequisite requirement. The prerequisite unit code(s) is listed in brackets following the unit name.

