

Title and Level of Qualification: Certificate II in Automotive Warehousing/Distribution Operations

National Qualification Code: AUR 212 05 Duration: 24 months

Total of 20 units from Levels 2 or 3 are required

Level	Unit No.	Unit Title
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*Maximum of 2 Units of Competence at Level 3

1. Compulsory Units of Competence		
2	AURC251677A	Use Numbers in the Workplace
2	AURC270103A	Apply Safe Working Practices
2	AURC270421A	Establish Relations with Customers
2	AURC270688A	Work Effectively with Others
2	AURC270789A	Communicate Effectively in the Workplace
2	AURC272003A	Apply Environmental Regulations and Best Practice in a Workplace or Business
3	BSBCMN311A	Maintain Workplace Safety

2. Units of Competence		
<i>Select 10 units from the following group (Delete units not required)</i>		
2	AURA254180A	Operate Information Technology Systems
2	AURC252327A	Identify, Clarify and Resolve Problems
2	AURS238127A	Identify and Select Automotive Parts and Products
2	AURS241803A	Apply Legal Requirements Relating to Product Sales
2	AURS252290A	Process Customer Complaints
2	TDTA 1197B	Package Goods
2	TDTA 1297B	Pick and Process Orders
2	TDTA 1397B	Receive Goods
2	TDTA 2197B	Despatch Stock
2	TDTD 397B	Handle Hazardous Substances/Dangerous Goods
2	TDTD 1097B	Operate a Forklift
2	TDTD 2998B	Prepare Articles for Delivery
2	WRRI 1B	Perform Stock Control Procedures
3	BSBCMN310A	Deliver and Monitor a Service to Customers
3	TDTA 1597B	Complete Reveal/Despatch Documentation
3	TDTE 297B	Estimate/Calculate Mass, Area and Quantify Dimensions

3. Units of Competence		
<i>Select 3 units from the following group (Delete units not required)</i>		
2	AURC270889A	Communicate Business Information
2	BSBCMN208A	Deliver a Service to Customers
2	BSBCMN209A	Provide Information to Clients
2	TDTA 197B	Secure Cargo
2	TDTD 197B	Shift Materials Safely Using Manual Handling Methods
2	TDTD 1397B	Move Materials Mechanically Using Automated Equipment



CERTIFICATE II IN AUTOMOTIVE WAREHOUSING/DISTRIBUTION OPERATIONS

AUR 21205



QUALITY AUTOMOTIVE TRAINING

Located at:

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APPRENTICESHIPS FOR THE AUTOMOTIVE INDUSTRY

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NATIONAL TRAINING PACKAGE

The Warehousing/Distribution Operations Vocational course is part of the Nationally Recognised Automotive Training Package AUR 05.

The components of a National Training Package are:-

- Units which define skills and knowledge required to perform specific tasks in the workplace.
- Nationally Recognised Qualifications related to workplace requirements and based on industry Competency Standards.

PROGRAM INFORMATION

Warehousing/Distribution Operations training is available as an Australian Apprenticeship through Quality Automotive Training.

The training is available using a number of delivery options designed to meet your specific requirements. These options are:

1. Day Release, 1 day per week.
2. Block Release, 1 week per month.
3. A combination of above with on-site training and assessment.
4. Open Learning training delivery with on-site training and assessment.

It is anticipated the program can take up to 24 months to complete.

COURSE / CAREER DETAILS

This Australian Apprenticeship is designed to provide people who are entering the Automotive Industry with specialist Warehousing / Distribution Operations skills and qualifications.

This vocation will involve many practical tasks that may include checking incoming orders, entering details into a computerised stock control system, and putting parts into stock. Picking and packing outgoing orders for both country and local, and possibly delivering parts to local trade businesses may also be part of this vocation.

If the parts department is located in a dealership, the Parts Warehousing person may pick and provide parts to the Service Department back counter.

Stock control and stock takes are also essential tasks, plus manual handling of bulky parts to ensure the parts department is kept tidy and complies with occupational health and safety requirements.

It may also be necessary to gain a license to operate a forklift.

Trainees will be required to operate within a safe working environment. Good customer contact and communication skills are also an important aspect of this Australian Apprenticeship.

This vocation can provide numerous career paths including:

- Specialising as an Automotive Warehousing/Distribution Operations Person.
- Supervision or Management of an Automotive Warehousing / Distribution Operation.
- Continue studying to gain a Certificate III in Automotive Warehousing/Distribution Operations Qualification.

Do you require any additional information?

Call QUALITY AUTOMOTIVE TRAINING on (08) 8277 3866