



MAYFAIR
COLLEGE



CERTIFICATE III IN HOSPITALITY

SIT30616



COURSE DESCRIPTION

The Certificate III in Hospitality provides entry level candidates and experienced front of house personnel knowledge and skills specializing in front of house operations within a service industry venue. It reflects the roles of individuals who have a range of hospitality skills in food and beverage service. Using discretion and judgement, they work with some independence and under limited supervision using plans, and policies and procedures to guide work activities.

This qualification provides students with the foundation skills and knowledge to be an effective team member within their chosen hospitality career.

CAREER PATHWAY OPTIONS

Upon successfully completing this qualification, individuals have a pathway to work in any hospitality industry sector as a food and beverage attendant. The diversity of employers includes restaurants, hotels, motels, catering operations, clubs, pubs, cafes and coffee shops. This qualification also allows for multiskilling and specialization within the industry. Career progression can also be enhanced by enrolling in the Diploma or Advanced Diploma of Hospitality Management courses see <http://training.gov.au> for further information and the list of institutions offering these courses.

Possible job roles upon graduating the Diploma of Hospitality Management include:

- Food and beverage attendant
- Espresso coffee machine operator
- Senior bar attendant
- Restaurant host
- Function attendant
- Waiter
- Guest service agent

If you have the passion to provide exceptional customer service, have an eye for detail, the drive to lead by example and the motivation to work in a strong and committed team then this qualification will give you the opportunity for a career that is both challenging and rewarding.

EMPLOYMENT OPPORTUNITIES

Mayfair College has partnered with one of Australia's premier and well-respected hospitality organisations, Mantle Group Hospitality.

Mantle Group is synonymous with names like Jimmy's on the Mall restaurant, Pig 'N' Whistle British style pubs, The Charming Squire restaurant and brewery, and Phuc Deli Café and eatery. The partnership between Mayfair College and Mantle Group will allow you to take part in professional hands-on vocational placement at any one of Mantle Group's well-established restaurants. You also have the unique opportunity in showcasing your acquired knowledge and skills with the potential of securing employment or professional development.



EMPLOYABLE SKILLS

The skills and knowledge gained by studying with Mayfair College are recognized Australia wide and is endorsed nationally. Some essential skills you gain to learn include communication in the workplace, operate a bar, prepare and serve espresso coffee, and provide table service to name a few. Detailed information in this course, including units covered, duration, tuition fees, entry requirements, training and assessment methods, and vocational placement requirements are shown in the Course Information section.

Mayfair College students receive the most up-to-date and relevant theoretical knowledge and the most innovative hands-on practical training in real-world industry environments by highly skilled trainers possessing extensive industry experience.

Be educated, be prepared and be part of the team!

COURSE INFORMATION

Course code & title: SIT30616 Certificate III in Hospitality

Course tuition fees: \$4,500 \$AUD (includes uniforms see 'Course Uniform requirements' for further details)

Please note: fees have the potential to change prior to your application being accepted. Course Progression Payment Plans are also available to approved applicants.

Intake dates: Open

Campus locations: The main classroom is situated in the heart of the Brisbane CBD, located within the iconic Queen Street Mall. Our modern and stylish theory classrooms offer a relaxed learning environment that will enhance your learning experience. Situated within 10 mins of our main classroom we also have a fully functional and state-of-the-art bar and restaurant training facility equipped to serve every aspect in your practical training, and is easily accessible by public transport.

Course duration: Total duration is 46 weeks, based on 20 hours per week study mode, 40 weeks tuition & 6 weeks college break (see Class Scheduling for breakdown of Semesters and Terms) and also includes up to 240 hours of vocational placement.

**Please note: Course duration is dependent on individual candidate criteria, study mode, and applications such as RPL and CT (Recognised Prior Learning and Credit Transfer)*

Course structure: 15 units to be completed: 7 x core units, 8 x elective units. Students must attain competency in all units in order to graduate with the full qualification.

COURSE INFORMATION CONTINUED

Course units, Core:	SITXWHS001	Participate in safe work practices
	SITHIND002	Source and use information on the hospitality industry
	BSBWOR203	Work effectively with others
	SITXCOM002	Show social and cultural sensitivity
	SITXCCS006	Provide service to customers
	SITHIND004	Work effectively in hospitality service
	SITXHRM001	Coach others in job skills

Course units, Elective:	SITHFAB003	Operate a bar
	SITHFAB005	Prepare and serve espresso coffee
	SITHFAB007	Serve food and beverage
	SITHFAB014	Provide table service of food and beverage
	SITHFAB017	Provide advice on food and beverage matching
	SITHFAB002	Provide responsible service of alcohol
	SITXFSA001	Use hygienic practices for food safety
	SITXFSA002	Participate in safe food handling practices

Methods of delivery: A blended delivery method which incorporates:

- Supervised instruction – Institutional classroom based, face-to-face lectures & practical sessions
- Simulated work/industry environment – Institutional classroom & work/industry functional premises face-to-face training & tuition
- Work industry/Vocational Placement – On the job hands-on job skills experience
- Online self-paced study – Online e-learning through student log in and progress reviews

Please note: The trainer may provide additional learning material or tuition where gaps are identified in either the participant's underpinning knowledge or skills.

Assessment methods: Students are required to achieve competency in all units (15) to graduate the Certificate III in Hospitality (SIT30616). Assessment strategies include:

- Written and/or oral questions and answers
- Practical activity/observation and assessment
- Project/assignment submissions
- Student Logbook compilation and submission during vocational placement

Special delivery and assessment considerations: Mayfair College provides excellent learning and assessment experiences for all our students. We consider flexible arrangements for learning and assessment wherever possible and should you require special arrangements then speak to your trainer/assessor or contact college administration before your course commences.

Class scheduling: Class and study hours will depend on the mode of study; part-time or full-time. Part-time study will cover between 10-15 hours per week, and can increase or decrease depending on the needs of the student. Full-time study will cover between 20-25 hours per week and can increase or decrease depending on the needs of the student. The below breakdown is based on a study mode of 20 hours per week:

- Term 1 Weeks 1 – 11 academic/study (11 weeks) plus vocational placement of up to 5 hours per week
Weeks 12-13 College break (2 weeks)
- Term 2 Weeks 14 – 23 academic/study (10 weeks) plus vocational placement of up to 5 hours per week
Weeks 24-25 College break (2 weeks)

- Term 3 Weeks 26 - 35 academic/study (10 weeks) plus vocational placement of up to 5 hours per week
Weeks 36 - 37 College break (2 weeks)
- Term 4 Weeks 38 - 46 academic/study (9 weeks) plus vocational placement of up to 5 hours per week

Course entry requirements: Applicants must be over the age of 18 years and successfully meet the entry requirements for Mayfair College as detailed in the ‘Domestic Student Handbook’. These include, but are not limited to:

- 18 years of age minimum, and
- FSAT (Foundation Skills Assessment Tool) & LLN (Literacy, Language & Numeracy)

Please note; RPL (Recognised Prior Learning), CT (Credit Transfer), and RCC (Recognised Current Competency) will be considered on each application on an individual basis as per the guidelines set out in the ‘Domestic Student Handbook’. Students who feel they are eligible should contact Mayfair College before enrolment.

Course Uniform requirements: All students will be required to wear the course uniform at all practical assessment periods and whilst on vocational placement. Uniforms will be provided to all successful applicants at Orientation Day and include white button up long sleeve shirt, long black pants, name badge and waiter’s friend (tool for opening bottles). This is included in your tuition fees. Students are required to purchase their own footwear: must be black, closed in and of suitable nature for service in the hospitality industry – NO SANDSHOES, THONGS, SANDALS OR HIGH HEELS.

Course Resource & facilities requirements: Where theory elements of the course are undertaken, Mayfair College will provide the materials needed for that unit. This includes student handouts, supplementary books, student work log books and resource material in the form of electronic course content or multi-media presentations. Vocational Placement Student Logbooks will be assigned to all students throughout their vocational placement and must be compiled, completed and submitted to the trainer/assessor, for all vocational placement sessions.

Printing facilities for extra theory resources will be available on request when necessary.

Please note: Mayfair College does not supply computers, laptops or tablets – STUDENTS MUST SUPPLY THEIR OWN.

Course policies and procedures: Course policies and procedures (listed below) are available on the Mayfair College website and by viewing or downloading the ‘Domestic Student Handbook’ from the website:

mayfaircollege.com.au/domesticstudenthandbook

These policies and procedures include, but are not limited to:

- Course RPL & CT procedures (Recognised Prior Learning & Credit Transfer)
- Refund policy, deferment, suspension or cancellations
- Entry and exit options from the qualification
- Complaints and academic appeals
- Disciplinary procedures
- Legislative compliance
- Student support services, and
- Access and equity



MAYFAIR COLLEGE

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