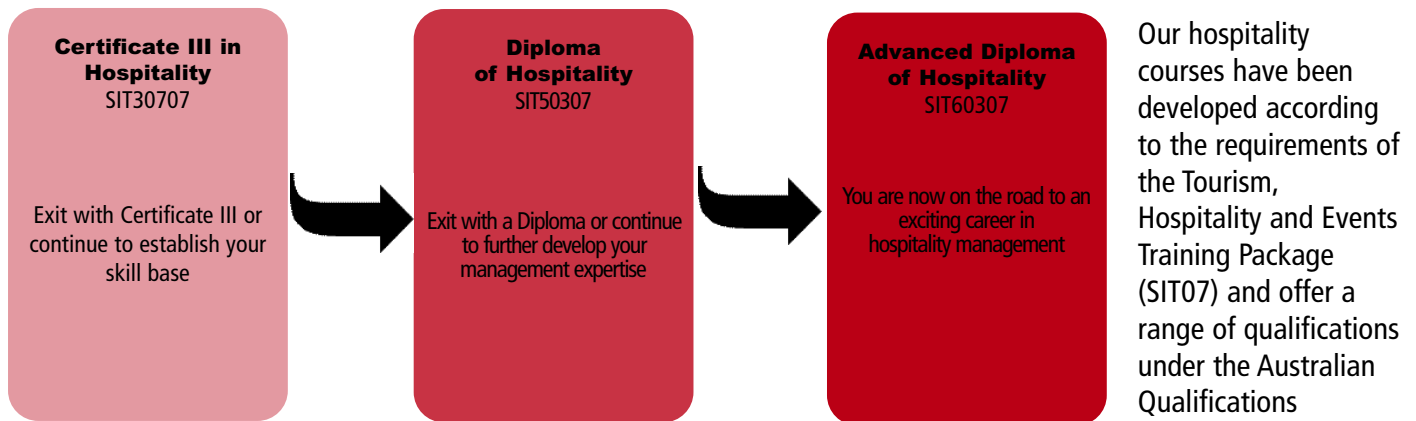


Hospitality

The hospitality sector is the biggest employer in the services industry. Our courses, based on the Australian Tourism, Hospitality and Events Training Package (SIT07) standard, will kick start your career by providing you with a range of practical skills and knowledge.



Certificate III in Hospitality (SIT30707)

This course is aimed at students seeking entry to this popular industry. Develop your hospitality skills and knowledge.
Duration: 1 academic year

Diploma of Hospitality (SIT50307)

Focus on managing hospitality operations with this exciting program for the services industry. Develop skills and knowledge in the areas of planning, human resources, customer service, sales and marketing, finance and more.
Duration: 2 academic years

Diploma of Hospitality (Upgrade) (SIT50307)

Fast-track your way to a Diploma of Hospitality with this exciting one year program. This program is available to eligible Certificate III in Hospitality (Commercial Cookery) graduates only.
Duration: 1 academic year

Advanced Diploma of Hospitality (SIT60307)

This course could be the perfect start if you are seeking a career path that includes hotel or restaurant management. Further develop your hospitality skills across the areas of food and wine, innovation and project management.
Duration: 2.5 academic years

Entry Requirements

Students must be at least 18 years of age at time of course commencement.

Overseas students must show evidence of upper intermediate English language skills (IELTS 5.5 or equivalent).

Students seeking entry to the Diploma of Hospitality (Upgrade) must show evidence of successful completion of a Certificate III in Hospitality (Commercial Cookery).

The Sydney Business and Travel Academy

trading name of Lan-Grove Office Training Centre Pty Ltd
ABN 95 002 965 639 NTIS Number 90412 Provider Code 00181A
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| Unit of competency | Code | Certificate III in Hospitality | Diploma of Hospitality | Diploma of Hospitality (Upgrade) | Advanced Diploma of Hospitality |
|---|-------------|--------------------------------|------------------------|----------------------------------|---------------------------------|
| Develop and update hospitality industry knowledge | SITHIND001A | ✓ | • | | • |
| Apply hospitality skills in the workplace | SITHIND002A | • | • | | • |
| Provide and coordinate hospitality service | SITHIND003A | ✓ | ✓ | ✓ | ✓ |
| Develop and update food and beverage knowledge | SITHFAB011A | • | • | | • |
| Follow health, safety and security procedures | SITXOHS001A | ✓ | ✓ | | ✓ |
| Follow workplace hygiene procedures | SITXOHS002A | ✓ | ✓ | ✓ | ✓ |
| Work with colleagues and customers | SITXCOM001A | ✓ | ✓ | | ✓ |
| Work in a socially diverse environment | SITXCOM002A | ✓ | ✓ | | ✓ |
| Provide visitor information | SITXCCS001A | • | • | | • |
| Provide quality customer service | SITXCCS002A | ✓ | ✓ | ✓ | ✓ |
| Provide lost and found facility | PRSS0217A | • | • | | • |
| Sell products and services | SIRXLS001A | • | • | | • |
| Advise on products and services | SIRXLS002A | • | • | | • |
| Receive and store stock | SITXINV001A | • | ✓ | ✓ | ✓ |
| Control and order stock | SITXINV002A | • | ✓ | ✓ | ✓ |
| Coach others in job skills | SITXHRM001A | ✓ | ✓ | | ✓ |
| Deal with conflict situations | SITXCOM003A | | ✓ | | ✓ |
| Make presentations | SITXCOM005A | | • | | • |
| Interpret financial information | SITXFIN003A | | ✓ | ✓ | ✓ |
| Manage finances within a budget | SITXFIN004A | | ✓ | ✓ | ✓ |
| Prepare and monitor budgets | SITXFIN005A | | ✓ | ✓ | ✓ |
| Manage physical assets | SITXFIN007A | | • | | ✓ |
| Manage financial operations | SITXFIN008A | | • | | ✓ |
| Monitor work operations | SITXMG001A | | ✓ | ✓ | ✓ |
| Develop and implement operational plans | SITXMG002A | | ✓ | ✓ | ✓ |
| Develop and implement a business plan | SITXMG004A | | • | | ✓ |
| Establish and conduct business relationships | SITXMG006A | | ✓ | ✓ | ✓ |
| Implement and monitor workplace health, safety and security practices | SITXOHS004A | | ✓ | ✓ | ✓ |
| Establish and maintain an OHS system | SITXOHS005A | | ✓ | ✓ | ✓ |
| Recruit, select and induct staff | SITXHRM002A | | • | | ✓ |
| Roster staff | SITXHRM003A | | ✓ | ✓ | ✓ |
| Lead and manage people | SITXHRM005A | | ✓ | ✓ | ✓ |
| Monitor staff performance | SITXHRM006A | | • | | ✓ |
| Manage workplace diversity | SITXHRM007A | | ✓ | ✓ | ✓ |
| Manage quality customer service | SITXCCS003A | | ✓ | ✓ | ✓ |
| Develop and update legal knowledge required for business compliance | SITXGLC001A | | ✓ | ✓ | ✓ |
| Develop and manage marketing strategies | SITXMPR005A | | • | | ✓ |
| Plan and implement sales activities | SITXMPR003A | | • | | • |
| Plan and manage meetings | SITXADM004A | | • | | • |
| Prepare and serve espresso coffee | SITHFAB012A | | | | • |
| Provide specialist advice on food | SITHFAB013A | | | | • |
| Evaluate wines (standard) | DFCDSEWB | | | | • |
| Provide specialist advice on wine | SITHFAB014A | | | | • |
| Contribute to workplace improvements | SITXQUA001A | | | | • |
| Participate in environmentally sustainable work practices | SITXENV001A | | | | • |
| Manage business risk | SIXTMGT005A | | | | • |
| Manage projects | SITXMG003A | | | | • |

Core Unit ✓

Elective Unit •

The Sydney Business and Travel Academy has made every effort to ensure that the information in this brochure is accurate at the time of printing. Courses and other matter contained herein are subject to change without notice as programs are reviewed and updated regularly.

Over 20 years of excellence