

## AGB Training currently offers Certificate III in Driving Operations.

This is a qualification for those engaged in driving operation job roles within the Transport and Logistics Industry.

It involves a defined range of skilled operations, usually within a range of broader related activities involving known routines, methods and procedures, with some discretion and judgement in selecting equipment, services or contingency measures and within known time constraints.

### Entry Requirements:

There are no AQF Pre Requisites for this qualification.  
A current Driver's Licence is required.

AGB Training requires the applicant to successfully complete

- Language Literacy and Numeracy (LLN) Assessment
- Pre-Training Review
- Enrolment Application Form

### Assessment:

Methods of assessment may include:

- Knowledge Evidence – questions and answers
- Direct demonstration and observation
- Portfolios
- Projects
- Role plays, case studies and presentations

### Full Time Study

At this level of study it is expected that you study for a minimum of 5-15 hours per week. You are required to engage in self-study including, but not limited to homework, assessment tasks and individual research.

### Pathways:

On successful completion students will have the knowledge and skills required for further training in TLI42016 Certificate IV in Logistics or other relevant qualifications.

### Traineeship

**Course Duration Including Holidays:**  
52 weeks

**Mode of Delivery:**  
Bi-Monthly contacts with trainer  
Self Study

### Classroom Delivery

26 weeks  
2 days a week classroom plus

- Self-Reflection
- Self-Study
- Readings and
- Research

### Course Fees:

#### Skills First Funded:

#### Depending on Licence –

- Forklift \$300
- Medium Rigid \$500
- Heavy Rigid \$700

**Fee for Service** \$ 6,000

**Text Book Fee:** Price on Application

*Victorian Government Contribution  
for skills First Funded Students:  
\$ 4,375*

### Career Opportunities:

Agitator Driver  
Bus Driver  
Line Haul Driver  
Local Heavy General Freight Driver  
Pilot Vehicle Driver  
Tip Truck Driver

### Payment Options:

**Skills First Funded Students**  
*Upfront payment prior to  
commencement of first class*

### Fee for Service Students

*Deposit of 10% is required prior to  
commencement of course.*

*Fortnightly or monthly payments  
must be paid as per direct debit  
payment schedule.*

### Text Books

*It is responsibility of students to  
purchase all text books prior to first  
class.*

**Packaging Rules:**

To achieve this qualification, the candidate must demonstrate a competency in 18 units of competency (6 core units and 12 elective units)

**Course Program**

**WHS Introduction**

Core	TLIF1001	Follow work health and safety procedures
Core	TLIL1001	Complete workplace orientation/induction procedures

**Transport Introduction**

Elective	TLIF2006	Apply accident-emergency procedures
Core	TLIF2010	Apply fatigue management strategies
Elective	TLIG2007	Work in a socially diverse environment
Core	TLIH2001	Interpret road maps and navigate pre-determined routes
Elective	TLIL2060	Complete induction to the transport industry

**Prepare to drive**

Elective	TLIA1001	Secure cargo
Elective	TLIB2004	Carry out vehicle inspection
Elective	TLID2004	Load and unload goods/cargo
Extra	TLIC1051	Operate commercial vehicle

**Prepare to Deliver B**

Elective	TLIB2008	Carry out inspection of trailers
Core	TLID1001	Shift materials safely using manual handling methods

**Apply Chain of Responsibility Legislation, Regulations and Workplace Procedures**

Elective	TLIF0001	Apply chain of responsibility legislation, regulations and workplace procedures
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**Documentation A**

Elective	TLIE2008	Process workplace documentation
Elective	TLIE3004	Prepare workplace documents
Core	TLIE1005	Carry out basic workplace calculations

**Leadership**

Extra	BSBCUS301	Deliver and monitor a service to customers
Extra	BSBWOR301	Organise personal work priorities and development
Extra	TLIG3002	Lead a work team or group

**Documentation B**

Elective	TLIE3012	Consolidate manifest documentation
Extra	TLIA3015	Complete receipt/despatch documentation
Extra	TLIE3002	Estimate/calculate mass, area and quantify dimensions

**Licensing Units: Choose one dependent on industry requirement**

Elective	TLILIC2015	Licence to drive medium rigid vehicle
Elective	TLILIC2016	Licence to drive heavy rigid vehicle
Elective	TLILIC2001	Licence to Operate a Forklift Truck

**Locations:**

Workplace

For current policy, procedures, fees and funding eligibility, Recognition of Prior Learning (RPL) and Credit Transfer (CT) information relating to this course please visit our website [www.agb.edu.au](http://www.agb.edu.au)

Extra - These units are above the minimum requirements for this course. They have been selected in consultation with industry to meet needs for industry.

**Disclaimer:** AGB Training has endeavoured to ensure that the information contained in this publication is correct at the time of printing.

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