

## FDF40110 Certificate IV in Food Processing

This qualification is sufficiently flexible to be applicable in most food processing environments.

FDF40110 Certificate IV in Food Processing focusses on technical skills and knowledge required to solve production problems (including food safety) and operational packaging and production needs in a food processing environment.

NTS has structured this qualification to provide training and assessment that enables an employer to standardise the current skill level within their company in regard to safety, quality, process operations within a lean culture and operating environment.

Workplace Improvement Projects undertaken by participants are designed to generate cost and efficiency gains for the employer.

The qualification is normally offered in conjunction with one other qualification depending on the requirements of each company and its workforce. The qualifications offered in conjunction with FDF40110 Certificate IV in Food Processing is:

MSS40316 Certificate IV in Competitive Systems and Practices

The program is structured into 4 clusters of related and complimentary units. The units and activities within each cluster are structured as follows:

- Clusters 1 & 2 - Planning, preparation, review, discovery and research
- Cluster 3 – Workplace improvement projects launched and implemented
- Cluster 4 – Implementation and consolidation of workplace improvement projects followed by measurement, review, evaluation and reflection

### FDF40110 Certificate IV in Food Processing Qualification Cohort

All participants must be currently employed in positions within a food processing company. This program is suitable for those working in supervisory or middle management roles within food processing environments. This Qualification includes technical skill and knowledge required to solve food production problems and ensure that operations are implemented and maintained at optimal performance. Emphasis is on monitoring the implementation of food processing systems and procedures with input into management functions of the organisation.

Typically, this cohort will have general food processing experience and hold job roles in the following fields:

- Grain processing
- Baking
- Retail baking
- Beverages
- Confectionary
- Dairy processing
- Fruit and vegetables
- Grocery products and supplies

This qualification assumes that a learner has current or past work experience where operational or technical skills have already been gained and a level of responsibility already exists. This qualification is not suitable for direct entry from school.

### Entry Requirements FDF40110 Certificate IV in Food Processing

There are no mandated prerequisite qualification requirements for entry into the **FDF40110 Certificate IV in Food Processing**. However, National Training Services offers these qualifications as a work-based training and assessment program and therefore participants must be employed in a suitable food processing company to enter into this qualification. Additionally, they will need to have the support of their employer to undertake the training and assessment program over a period of approximately 14 months. Suitability is determined by identifying if applicants fit the criteria outlined below.

The **FDF40110 Certificate IV in Food Processing** qualification outlined in this Training and Assessment Strategy is suitable for supervisors and middle management in food processing environments.

This program is not suitable for new entrants to the food processing industry who have no previous training or experience in food processing.

The normal duration for this program is 14 months.

Students with credit transfer or recognition of prior learning for units may complete this qualification in less than 14 months.

### Completion Requirements FDF40110 Certificate IV in Food Processing:

Twenty-Two units have to be completed - the 22 units are comprised of:

- six core units of competency
- sixteen elective units of competency, as specified below:

A minimum of 1 of the 16 elective units must be from the Group A elective list for the qualification.

A minimum of 1 of the 16 elective units must be from the Group B elective list for the qualification.

A minimum of 8 of the 16 elective units must be from the Specialist Technical and Cross Sector Group C elective lists for the qualification.

The remaining 6 elective units may be selected from:

- Group A, B and C units listed for the qualification that have not been previously selected
- Group D units listed for the qualification that have not been previously selected
- Units packaged at Certificate II in Food Processing (maximum of 3)
- Units packaged at Certificate III in Food Processing (maximum of 5)
- Units packaged at Diploma of Food Processing (maximum of 2)

A maximum of 4 units from any nationally endorsed Training Package and accredited course that are packaged at Certificate II level (maximum of 2 units), Certificate III level (maximum of 2 units), Certificate IV level (maximum of 4 units) and Diploma level (maximum of 2 units)

#### Time commitment

All requirements for the course are undertaken in the workplace. Time release from usual work duties is negotiated with the employer by the trainer. Training and assessment activities undertaken in the workplace include:

- Training sessions
- Project planning, implementation and presentation
- Skills development

#### Assessment

Assessment consists of written or verbal assessment of understanding of competitive systems and practices techniques and tools; workplace observation by the trainer; and project presentations reviewed by the trainer and workplace management.

#### Pathway

FDF50110 Diploma of Food Processing. National Training Services does not offer this qualification.

#### Government Funding

National Training Services (RTO21254) can access State government funding for this qualification through the Skills first funding program. To enquire about your eligibility for State Government funding contact National Training Services on 03 9988 7948 during office hours.

#### Tuition Fees

Students who are eligible for Victorian Skills First Funding will pay no tuition fees. Students not eligible for Victorian Skills First Funding may be required to pay a fee. Contact National Training Services on 03 9988 7948 during office hours for more details.

#### FDF40110 Certificate IV in Food Processing.

Code	Name of Unit/Module	Core / elective
FDFFS2001A	Implement the food safety program and procedures	Core
FDFFS3001A	Monitor the implementation of quality and food safety programs	Core
FDFOP2061A	Use numerical applications in the workplace	Core
FDFPPL3002A	Report on workplace performance	Core
FDFTEC3003A	Apply raw materials, ingredient and process knowledge to production problems	Core
MSAENV472B	Implement and monitor environmentally sustainable work practices	Core
FDFOHS4001A	Identify, assess and control OHS risk in own work	Elective
FDFOP3004A	Operate interrelated processes in a packaging system	Elective
FDFPPL4002A	Plan and coordinate maintenance	Elective
FDFPPL4004A	Optimise a work process	Elective
MSS404082A	Assist in implementing a proactive maintenance strategy	Elective
PMASUP420B	Minimise environmental impact of process	Elective
FDFAU4003A	Conduct food safety audits	Elective
FDFAU4004A	Identify, evaluate and control food safety hazards	Elective
MSS403001A	Implement competitive systems and practices	Elective
MSS403002A	Ensure process improvements are sustained	Elective
MSS403030A	Improve cost factors in work practices	Elective
FDFOP2063A	Apply quality systems and procedures	Elective
MSS402080A	Undertake root cause analysis	Elective
MSS402001	Apply competitive systems and practices	Elective
MSS402030	Apply cost factors to work practices	Elective

Code	Name of Unit/Module	Core / elective
FDFPPL3001A	Participate in improvement processes	Elective

### National Training Services RTO 21254 Student Information

#### Who are we?

National Training Services RTO 21254 is a Registered Training Organisation (RTO) regulated by the Australian Skills Qualification Authority.

National Training Services RTO 21254 works to provide recognition of the training and assessment they provide, award Nationally Recognised certification and maintain the records and documentation required by State and Federal Government regulatory and funding authorities.

National Training Services RTO 21254 has a range of qualifications on its Scope of Registration. Part of its offering includes Nationally Recognised Qualifications in the manufacturing industry.

National Training Services RTO 21254 provides the following manufacturing industry qualifications:

- FBP30117 Certificate III in Food Processing
- FDF40110 Certificate IV in Food Processing
- MSA30208 Certificate III in Manufacturing Technology
- MSA40108 Certificate IV in Manufacturing Technology
- MSM40116 Certificate IV in Process Manufacturing
- MSS30316 Certificate III in Competitive Systems and Practices
- MSS40316 Certificate IV in Competitive Systems and Practices
- PMA30116 Certificate III in Process Plant Operations
- PMA40116 Certificate IV in Process Plant Technology

#### Where does National Training Services RTO 21254 teach its manufacturing industry courses?

National Training Services RTO 21254 delivers and assess manufacturing industry courses in the workplace and in employer training facilities.

#### What learning resources and assessment tools are used?

The learning material is industry based content. Prepared by a third party to National Training Services RTO 21254 specifications. National Training Services adapts the learning and assessment material by consulting with employer and validating all assessments undertaken by students.

#### Recognition for previous learning

National Training Services RTO 21254 offers Credit Transfer and Recognition of Prior Learning for previous study or learning to all students. This is discussed during your pre-training review and if applicable National Training Services RTO 21254 staff will assist you to make an application.

Students wanting to apply for Credit Transfer and Recognition of Prior Learning for previous study or learning must bring certified copies of all relevant qualifications, transcripts and statements of attainment to their interview and provide a copy of a signed and up to date employment resume to the interviewer.

#### What do you receive at the end of your study?

If you complete your course, you will receive a Nationally Recognised Qualification. If you partially complete your course, you will receive a Statement of Attainment for the units you complete. In both cases, these certificates can be used for Recognition of Prior Learning or Credit Transfer applications with other registered training organisations and TAFE Institutes. If you choose to study a higher qualification at another Registered Training Organisation (RTO) then credit transfer can be used toward the qualification.

#### Who are your teachers?

National Training Services RTO 21254 sources and employs professionals who hold the relevant manufacturing qualifications and current industry skills and competencies. The combination of manufacturing industry expertise with the relevant skills and qualifications, offers our students the best in education and training.

#### Complaints and Appeals

The NTS Complaints and Appeals procedure can be viewed at [NTS Compliance Information](#)

#### Brokering Arrangements

National Training Services has appointed a broker to identify and negotiate with workplaces wishing to undertake this training. Details of the broker are on the National Training Services website on the Compliance page. [National Training Services Brokers List](#).

#### More Information

For more information about your enrolment with National Training Services RTO 21254, please contact us on (03) 9988 7949 or email your questions and queries to [info@nationaltrainingservices.edu.au](mailto:info@nationaltrainingservices.edu.au)