

The Certificate II in Business course will provide you with the skills and knowledge to become competent in routine tasks in various hospitality settings such as restaurants, hotels, motels, catering operations, clubs, pubs, cafes and coffee shops.

This qualification allows individuals to develop basic skills and knowledge to prepare for work. They may undertake a range of simple tasks under close supervision. Possible jobs include kitchen hand, coffee shop assistant, waiter.

**Competencies:** A total of six (6) units of competency must be achieved for the full certificate (4 core and 2 elective)

National Code	Unit Name**	Nominal Hours
<b>CORE (4)</b>		
BSBWOR203B	Work effectively with others	15
SITXCCS101	Provide information and assistance	20
SITXWHS101	Participate in safe work practices	12
SITXFSA101	Use hygienic practices for food safety	15
<b>ELECTIVES (2)</b>		
SITHCCC102	Prepare simple dishes	25
SITHCCC103	Prepare sandwiches	10
		<b>Total Hours : 97</b>

\*\* Sample of units which may be subject to change

### Course pathway on completion:

- Traineeship or apprenticeship
- Certificate II in Hospitality