



Need new skills to get a job?

# Now's the time to get skills ready with **fee-free\*** training!

Youth, concession students and job seekers pay nothing - that's no course or resource fees - for the WA Government's new FREE job ready skill sets. **Get skills ready – enrol now!**

## LOGISTICS AND WAREHOUSING SKILL SET

State ID AE385

### Overview

The Logistics and Warehousing Skill Set offers a range of both entry level jobs and career development opportunities. Roles include general stocktaking and stock control, storage of goods and materials, supply chain operations, delivery services including for mail and consignments, overseeing the entry and dispatch of goods, fulfilling orders in a warehouse, and purchasing and supply of goods.

You'll learn about legislation and regulations that apply to the industry, how to shift loads safely using manual handling methods and operate a forklift safely in accordance with all relevant legislative requirements. The skill set also includes infection prevention and control procedures to help maintain a healthy workplace.

In addition you will undertake training to gain your forklift licence – and receive a discount on the licence fee through the Department of Mines Industry Regulation and Safety (up until 31 March 2021).

This skill set will prepare you with the skills and knowledge for entry level jobs as a warehouse assistant, including a mail delivery driver.

**LOWER FEES  
LOCAL SKILLS**

*\*Eligibility requirements apply.  
Talk to your training provider  
or local Jobs and Skills Centre.*

### Further study options

The units in this skill set may lead to the qualifications listed below and other qualifications that allow selection of these units.

#### Half price courses†:

- » Certificate III in Harvesting and Haulage

#### Other courses:

- » Certificate III in Logistics
- » Certificate IV in Logistics
- » Diploma of Logistics
- » Certificate II in Warehousing Operations
- » Certificate III in Warehousing Operations
- » Certificate IV in Warehousing Operations

### How to enrol

Visit [jobsandskills.wa.gov.au/skillsready](https://jobsandskills.wa.gov.au/skillsready) for a list of training providers approved to deliver this skill set, or alternatively visit your local Jobs and Skills Centre or contact them on 13 64 64.

Please note that students must be 18 years or older to enrol in this skill set, due to WorkSafe's forklift licensing requirements.

### For more information

Check out the Frequently Asked Questions under the 'Skills Ready' section of the Jobs and Skills WA website.

*\*Eligibility requirements apply.*

Call your local Jobs and Skills Centre on **13 64 64**  
for more information or visit [jobsandskills.wa.gov.au/skillsready](https://jobsandskills.wa.gov.au/skillsready)



## Units of competency

Unit code	Unit title
HLTINFCOV001	Comply with infection prevention and control policies and procedures
TLIA2044	Carry out delivery operations
TLID1001	Shift materials safely using manual handling methods
TLID2010	Operate a forklift
TLILIC0003	Licence to operate a forklift*

\*Discount on licence fee until 31 March 2021 – for details visit the Department of Mines Industry Regulation and Safety website, at [dmirs.wa.gov.au/content/reduction-licence-fees-response-covid-19-coronavirus](https://dmirs.wa.gov.au/content/reduction-licence-fees-response-covid-19-coronavirus)

## Eligibility criteria

Students who meet one or more of the following eligibility requirements will be eligible for fee free (course and resource fee) training..

Eligibility requirements	Evidence of eligibility
Persons aged 15–24 years at the time of enrolment (excluding students enrolled at school).	Current driver’s license, birth certificate or similar.
Persons and dependants of persons receiving JobKeeper payments.	A statutory declaration from an employer confirming they are in receipt of JobKeeper payments for the student. or A recent payslip of the person who is being paid wages via a JobKeeper payment.
Persons and dependants of persons receiving the Youth Allowance, AUSTUDY or ABSTUDY.	Evidence or advice from Centrelink.
Persons and dependants of persons holding a: <ul style="list-style-type: none"> <li>» Pensioner Concession Card; or</li> <li>» Health Care Card; or</li> <li>» Repatriation Health Benefits Card issued by the Department of Veterans’ Affairs.</li> </ul>	A valid card.
Persons and dependants of persons in receipt of services from the following Commonwealth support or employment services programs: <ul style="list-style-type: none"> <li>» Jobactive</li> <li>» Online employment services</li> <li>» ParentsNext</li> </ul>	A letter from the Commonwealth services provider confirming the student’s participation in the program.
Dependants of persons who are inmates of a custodial institution.	Evidence to show that the student is the dependant of an inmate and identify the relationship between the two.

Please note: the minimum age requirement for the Logistics and Warehousing Skill Set is 18 years.

Students who do not meet one or more of the criteria listed above are able to enrol in the skill sets and pay the applicable course and resource fees in accordance with the Department of Training and Workforce Development’s current Fees and Charges Policy, available at [dtwd.wa.gov.au](https://dtwd.wa.gov.au).

**This program is funded by JobTrainer - a joint initiative of the Western Australian and Australian governments.**

Current at 02 March 2021