# Certificate IV in Competitive Systems & Practices MSS40316

AUSTRALIAN COLLEGE OF TRAINING
ACT NOW FOR YOUR FUTURE
RTO Provider No 51269

This specialised qualification is suited for those who wish to further their work in competitive systems and practices in small or large organisations in a range of industry areas such as manufacturing, mining, logistics, etc.

## Employment Opportunities

The completion of this qualification could lead to employment as a:

- Team leaders
- Process/operational specialists
- Project team members
- Maintenance/production managers

## How is this course delivered?

Our courses are delivered through a range of flexible arrangements including on-the-job training, online learning and self-directed learning. We also offer Recognition of Prior Learning (RPL).

## Future Skills subsidised training (WA only)

Future Skills is a WA Government program focused on providing training for skills areas that are or will be in high demand. Australian College of Training is able to offer subsidised training for eligible persons.

To find out if you are eligible contact us now on 1300 ACT NOW.

## Why study with Australian College of Training?

- We offer training across 8 different industry areas which allows us to customise training to suit a variety of job roles and employment situations.
- We have flexible training and study options to suit individual learner and employer needs.
- High quality, industry-experienced trainers and support staff are here to support training in all study modes.

**Duration**
12 Months

**Traineeship**
Yes

**Apprenticeship**
No

**Cost (approx.)**
Fee for Service - $4400.00
Traineeship - $1500.00

*Student tuition fees are indicative only and are subject to change given individual circumstances at enrolment. Additional fees may apply such as student services and resource fees.*

**Other Competitive Systems Qualifications**
MSS50316 Diploma of Competitive Systems & Practices

**Talk to our training specialists today on 1300 228 669 or visit auscollege.edu.au**
ABN 48 106 641 767

AUSTRALIAN COLLEGE OF TRAINING
ACT NOW FOR YOUR FUTURE

Australian Qualifications Framework

NATIONALLY RECOGNISED TRAINING

Future Skills WA
Training for tomorrow's opportunities

# Qualification Outline

This qualification covers the skills and knowledge required by team leaders or those in similar job roles that are responsible for implementing competitive systems and practices in the work of a team or work area.

To achieve a Certificate IV in Competitive Systems and Practices, students must complete **twelve (12) units** including:

- **Three (3) core units**
- At least one **(1) elective unit** from Group A list below
- At least five **(5) elective units** from Group B list below
- The remaining three **(3) elective units** may be selected from either Group A, Group B or Group C.
- A maximum of three (3) Group C units may be selected from this Training Package or other Training Package at Certificate III, IV or Diploma. Units must be relevant to workplace and industry job role.
- Units marked with an asterisk (*) requires completion of a pre-requisite unit. Pre-requisite units must be counted in the total number of units required for completion of this qualification.

| Unit Code | Core Units |
|---|---|
| MSS403001 | Implement competitive systems and practices |
| MSS403010 | Facilitate change in an organisation implementing competitive systems and practices |
| MSMENV472 | Implement and monitor environmentally sustainable work practices |

## Elective Units

Select at least 1 **Group A** unit below.

| Unit Code | Elective Units |
|---|---|
| MSS403002 | Ensure process improvements are sustained |
| MSS403006 | Facilitate implementation of competitive systems and practices in an office |
| MSS403011 | Facilitate implementation of competitive systems and practices |
| MSS403013 | Lead team culture improvement |

Select at least 2 **Group B** units below.

| Unit Code | Elective Units |
|---|---|
| MSS403021 | Facilitate a just-in-time system |
| MSS403030 | Improve cost factors in work practices |
| MSS403032 | Analyse manual handling processes |
| MSS403033 | Map an operational process |
| MSS403039 | Facilitate and improve 5S in an office |
| MSS403040 | Facilitate and improve implementation of 5S |
| MSS403044 | Facilitate continuous improvement through the use of standardised procedures and practices |
| MSS403051 | Mistake proof an operational process |
| MSS403084 | Improve changeovers |
| MSS404050 | Undertake process capability improvements * |
| MSS404052 | Apply statistics to operational processes |
| MSMSUP390 | Use structured problem solving tools |

**Group C** units below.

| Unit Code | Elective Units |
|---|---|
| MSS402080 | Undertake root cause analysis |
| MSS405001 | Develop competitive systems and practices for an organisation |
| MSS405002 | Analyse and map a value stream |
| MSS405003 | Manage a value stream |
| MSS405004 | Develop business plans in an organisation implementing competitive systems and practices |
| MSS405007 | Introduce competitive systems and practices to a small or medium enterprise |
| MSS405011 | Manage people relationships |
| MSS405012 | Manage workplace learning |
| MSS405013 | Facilitate holistic culture improvement in an organisation |
| MSS405014 | Develop a communications strategy to support operations |
| MSS405020 | Develop quick changeover procedures |
| MSS405021 | Develop a just-in-time system |
| MSS405030 | Optimise cost of product or service |
| MSS405040 | Manage 5S system in an organisation |
| MSS405041 | Implement improvement systems in an organisation |
| MSS405050 | Determine and improve process capability * |
| MSS405075 | Facilitate the development of a new product * |
| MSS014003 | Optimise sustainability of a process or plant area |
| MSMWHS200 | Work safely |
| MSMENV672 | Develop workplace policy and procedures for environmental sustainability |

This document is current as at 1 July 2017



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