

## **Responsible Service of Alcohol (THHBFB09B)**

Any person engaged in the sale, supply and service of liquor on licensed premises in Western Australia will now have to complete Responsible Service of Alcohol training.

All staff members who were employed at licensed premises before 7<sup>th</sup> May 2007 will have a period of 12 months to complete the mandatory training requirements. Staff employed after 7<sup>th</sup> May 2007 will have four weeks from commencing their employment to complete the mandatory training requirements.

This course covers:

- Identification of customers who must/may be refused service in accordance with State regulations
- Juveniles - Acceptable proof of age identification
- Standard Drinks - Preparation and service of alcoholic beverages responsibly
- Assisting customers to drink within appropriate limits
- Recognising signs of intoxication – Refusal of Service – Assisting alcohol affected customers
- Conflict resolution – Requesting customers leave
- Recognising and reporting of situations where assistance is required
- The Broome Accord

Students participate in workshops, complete exercises, practise refusal skills and discuss various scenarios that they may encounter before completing assessment. Upon completion, students will be sent a Statement of Attainment from Kimberley TAFE which meets the requirements of the Liquor Control Act (1988). The course runs in Kununurra and Broome and by arrangement in Halls Creek, Wyndham, Derby and Fitzroy Crossing.

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## Recreational Skippers Ticket

By April 1<sup>st</sup> 2008, every skipper of a registrable recreational vessel powered by a motor greater than 4.5 kwp (6hp) RST vessel will be required to hold a Recreational Skippers Ticket (RST).

### Theory Assessment Only

Clients can come in and provide the assessor with two forms of identity and sit the written exam. The examination is made up of 30 multiple choice questions and you will need to get at least 24 correct before progressing to the practical assessment.

### Practical Assessment Only

The practical assessment will be delivered on your own boat or TAFE vessel by arrangement. One-on-one training covering tasks you would complete prior to departure, tasks involving departing and returning to a berth and a variety of tasks on the voyage and that would complete upon your return.

### Theory/Practical Training and Assessment

Class size limited to nine people. Theory content delivered then assessed. You will then be taken through practical training and the assessment will occur throughout the training as you work through various tasks. Practical component can be conducted in own boat or TAFE vessel by prior arrangement.

## One-day courses

Update your skills with the following One Day courses.

- Kimberley TAFE is currently taking enrolments in:
- Microsoft Word (Intro)
- Microsoft Word (Adv)
- Microsoft Excel (Intro)
- Microsoft PowerPoint
- Microsoft Publisher (Intro)
- MYOB Bookkeeping Basics
- Quickbooks Basics
- Customer Service
- Telephone Etiquette
- Writing Job Applications

Don't miss out on these courses. It may be the start of a new career or the skill that gets you that promotion.

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## **4WD Accredited Training (2-Day Course)**

This course which will provide you with the basic knowledge and skills to safely operate and recover a 4WD vehicle under a varied range of terrain and conditions. It is an accredited training program based on Operate a 4x4 vehicle in Off-Road Conditions (FPIFGMI39A), which is a unit of competency from the national Conservation and Land Management training package. (RTD 02).

Over two days you will take part in a variety of original events which will not only be challenging, but great fun as well!

This is also a fabulous way to experience the Kimberley.

Requirements:

- Car drivers licence
- Access to 4WD for one day
- Lunch
- 3 litres of water
- Hat plus sunscreen

\*Course runs subject to a minimum number of enrolments.

## **Safety Awareness Training**

Do you work in the building and construction industry?

New State legislation requires that every person who works or goes onto a construction site in WA must undertake the Safety Awareness Training (SAT) course and have received the appropriate Blue Card.

Kimberley TAFE provides this training for \$110 (discounted to \$22 if you are eligible for the BCTIF rebate).

Call now to book your place in the next SAT class. Minimum numbers required for course to run – pre-registration is essential. Courses also run in Kununurra and Broome, Halls Creek and by arrangement in Wyndham, Derby and Fitzroy Crossing.

## **Certificate IV in Training and Assessment (TAA40104)**

This nationally recognised certificate will help you to build your workplace training and assessment skills. You will also develop the knowledge and expertise to perform the role of a skilled training/assessor or training manager in the workplace and/or within the Vocational Education and Training sector.

Contact your nearest campus for a full description of the units and costs.

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