

# 'SKILL UP for your future'

## NO FEE courses at TasTAFE 2021



### Lead and Coach Agri Workers

**TASMSS0172-V01** – If you're ready to step-up to lead and coach a team of agri workers – this course is for you! Learn how to match tasks to workers, coordinate and assign duties to get the job done and gain the skills to negotiate, build relationships and manage conflict. You'll also learn how to support on-the-job training and provide coaching and feedback to workers.

### Applications now open!

Why do a 'SKILL UP' course at TasTAFE?

- NO FEE SKILL UP courses are nationally accredited - which means your certificate will be recognised and valued right across Australia.
- SKILL UP courses will take a few days to just weeks to complete, enabling you to quickly gain new skills or build on your existing skills!
- Some SKILL UP courses are fully online, and others are a blend of online learning combined with practical activities on campus.
- In this SKILL UP round you can choose from 12 courses, listed are a snapshot of each course and for more details along with information such as eligibility criteria please visit: [www.tastafe.tas.edu.au/skill-up](http://www.tastafe.tas.edu.au/skill-up)

### Build Your Skills – Construction Taster Program

**TASMSS0174-V01** – Get a head start in your construction career with this taste of the industry! This course will show employers you're ready for the next step by giving you the foundation skills and knowledge to gain an apprenticeship in a construction trade or look for employment as a trades assistant.



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## Business Computing

**TASMSS0170-V01** – This computing course is ideal if you already know a little bit about computing and are looking to enter or re-enter the workforce in a role where good computer skills are essential. It's also ideal for those looking to undertake further study who need to refresh their knowledge.

## Develop Your Digital Skills

**TASMSS0169-V01** – Extend your digital technology skills for work or further training in the ICT field. This course is ideal if you have an interest in design concepts and are looking to expand your current knowledge and skills in digital media.

## Use Digital Technologies to Communicate Remotely

**TASMSS0171-V01** – COVID-19 has changed the way we communicate, especially at work. If you work remotely, or you're considering a job where working from home is an option or a requirement, this course is for you. Build confidence by updating your skills and knowledge on a range of digital technologies for communicating with work colleagues, or customers, remotely.

## User Experience Design (UX)

**TASMSS0178-V01** – If you're interested in human behaviour and the broader design, digital and creative industries, this short course in UX experience design will tick all your boxes. It's suitable for anyone with an interest in human behaviour, marketing, design, product design and the many industries that have interaction with end users, and is also ideal if you are looking to extend your skills and knowledge within your current role.

## Medical Terminology

**TASMSS0177-V01** – This short course is designed for anyone already working in the Health and Allied Health industries or if you're looking to work or study in health-related areas such as Individual Support or Nursing.

## Infection Control

**HLTSS00064** – This short course is designed for existing health and allied health workers, or students studying in these areas. It may also be suitable for people working in other industries where infection prevention and control is important.

## Intro to Café Operations

**TASMSS0173-V01** – The café scene is thriving, and employment opportunities are high, with trained hospitality workers in demand. In this course you'll learn how to prepare a variety of sandwiches, undertake basic espresso training, and learn about handling food hygienically along with safe work practices in the workplace.

## Barista Training Skill Set

**TASMSS0057** – Want to learn how great coffee is made in a café or restaurant, and gain the skills to produce coffee using a commercial coffee machine? This course is ideal for anyone looking to enter the hospitality industry or upskill!

## The Front Office Experience

**TASMSS0147-V02** – If you love interacting with people and want to work in a fast-paced environment, then a career in the Tourism and Hospitality industry is perfect for you! In this course you'll learn how to use an online booking system, manage reservations, check daily arrivals, allocate accommodation rooms, and complete relevant check-in documentation.

## Tourism Customer Service

**TASMSS0145** – Customer service is at the heart of the Tasmanian tourism and hospitality industry! This skill set provides a pathway to work in many tourism sectors and for a diversity of employers including tour operators, inbound tour operators, visitor information centres, attractions, cultural and heritage sites, and any small tourism business.



## Get ready to apply!

We encourage you to do two things prior to applying:

- Unique Student Identifier: to enrol in an accredited course with TasTAFE you will need a USI (Unique Student Identifier). You will only need to do this once and to create your USI visit <http://www.usi.gov.au>. It's a quick and simple process that should only take a couple of minutes.
- Create a student account: you can create your Student Account in advance! To find out more about our application process, along with how to create a student account visit [www.tastafe.tas.edu.au/students/apply-and-enrol](http://www.tastafe.tas.edu.au/students/apply-and-enrol).

## Support Services

At TasTAFE, we have a range of services to support our students. If you would like to know more about our support services or you need help in deciding what course is best for you, please call **1300 655 307** and ask for an appointment with a Student Counsellor or Disability Liaison Officer.

For those with hearing or speech impairment, SMS and the National Relay Service is used. To access these services please contact **133 677** or visit Disability Support on our website.

## Interested?

For more information about locations, dates and times visit:

<https://www.tastafe.tas.edu.au/skill-up>

>> or give us a call on **1300 655 307**.

We hope to see you studying with us soon!

\* 'SKILL UP' is a State Government-funded program.