

# MSM30116 Certificate III in Process Manufacturing



Dynamic Learning Services Pty Ltd  
Suite 4, level 1/176 The Entrance Road  
Erina NSW 2250

RTO No 40467

Course Brochure



# MSM30116 Certificate III in Process Manufacturing

## Course Overview

This qualification provides the competencies required by advanced production workers who use a range of equipment and provide support functions directly related to producing products. They would undertake more advanced roles than workers with a Certificate II in Process Manufacturing, working in accordance with operating procedures and applying knowledge to anticipate problems and solve a range of foreseen and unforeseen problems.

## Key Outcomes

- Comply with environmental regulations, identify environment issues and minimise the risks of negative impact on work and carry out improvements in own work area.
- Apply workplace policies and procedures to maintain a safe work environment for self and others and follow emergency response procedures if required. .
- Process information and respond to the information requirements of own job, including the completion of workplace documents, and clearly and concisely providing relevant information to others.
- Apply quality standards to work operations in an organisation.
- Plan and carry out checks to identify and deal with equipment faults and to determine solutions.
- Maintain workplace records in paper, electronic or other form.
- Use structured process improvement tools to solve process and other problems.
- Carry out measurement using devices which incorporate visual indications representing units of measurement.
- Carry out collation and interpretation of statistical data in the context of statistical quality control, for example, tally, run or control charts.
- Carry out basic inspection of completed or partly completed products produced by others.
- Prepare samples and perform tests and measurements using standard methods with access to readily available advice from supervisors.
- Organise own activities within a team to fit with work schedules and to meet operational guidelines.
- Identify and implement actions to achieve workplace targets and to suggest ways to improve processes.
- Manage conflict in a range of personal conflict situations.
- Identify areas of improvement and work with colleagues to implement the changes.
- Apply quick changeover procedures
- Apply 5S procedures to their own job and work area.
- Identify, monitor and participate in strategies to improve production efficiencies.
- Develop workplace documentation in response to identified information requirements.
- Establish and provide one-to-one coaching and/or mentoring in the workplace and evaluate its effectiveness.
- Facilitate team communications and performance to achieve its goals.

## Career Opportunities

- Production Support Person
- Production Supervisor

## Modes of Delivery

- Face to face in the workplace
- Correspondence in a self-paced model (using text-based resources in a self-paced model and supported by our dedicated trainers)
- Online (supported by our dedicated trainers).
- Recognition of Prior Learning (for people who have evidence to support their current competence in the relevant units of competency which comprise the qualification).
- Blended (using a combination of the modes described).





## Pathways

Qualifications that may be considered after successful completion include:

MSM40116 Certificate IV in Process Manufacturing

Further detailed information on your course, fees and charges, relevant student policies and procedures and to view the student handbook, please visit our website at [www.dynamiclearningservices.com.au](http://www.dynamiclearningservices.com.au) or contact Dynamic Learning Services on 02 4365 0040.



There are 21 units in the MSM30116 Certificate III in Process Manufacturing. These are divided into 4 core units and 17 elective units.

The units in the Dynamic Learning Services program are listed below:

### **Core Units**

MSMENV272 Participate in environmentally sustainable work practices  
MSMWHS200 Work safely  
MSMSUP210 Process and record information  
MSM402051 Apply quality standards

### **Elective Units**

MSMSUP303 Identify equipment faults  
MSMSUP309 Maintain and organise workplace records  
MSMSUP390 Use structured problem solving tools  
MEM12023A Perform engineering measurements  
MEM15001B Perform basic statistical quality control  
MEM15004B Perform inspection  
MSL973013 Perform basic tests  
MSMSUP106 Work in a team  
MSMSUP200 Achieve work outcomes  
MSMSUP280 Manage conflict at work  
MSMSUP291 Participate in continuous improvement  
MSS402020 Apply quick changeover procedures  
MSS402040 Apply 5S procedures  
MSMSUP300 Identify and apply process improvements  
MSMSUP310 Contribute to the development of plant documentation  
MSMSUP382 Provide coaching/mentoring in the workplace  
MSMSUP383 Facilitate a team

## Assessment

The assessment in this qualification involves a variety of workbook activities, practical tasks and project work. Participants will be supported by their trainer throughout their journey.

## Entry and Pre-requisite Requirements

There are no pre-requisite entry requirements for this course of study. Students must undergo a Language, Literacy & Numeracy evaluation prior to commencement of studies.

## Volume of Learning

Learners should expect a duration between 12 and 24 months to meet the requirements of MSM30116 Certificate III in Process Manufacturing which is consistent with the AQF volume of learning indicators for a Certificate III qualification.

Decisions about the duration of this qualification take into account the candidates' likelihood of successfully achieving the learning outcomes and ensure that the integrity of the qualification's outcomes are maintained.

# Smart and Skilled

This training is subsidised by the NSW Government

Further detailed information on Smart and Skilled in relation to your eligibility, fees and consumer protection visit :

<https://smartandskilled.nsw.gov.au/for-students>

or talk to one of our friendly consultants who can answer all your questions on 43650040



## About Smart and Skilled

Smart and Skilled is a New South Wales (NSW) government funding incentive for those wanting to gain new skills needed to find a job or advance their careers.

As course costs are an important factor when deciding to undertake a study

Smart and Skilled provides eligible students with:

- an entitlement to government-subsidised training up to and including Certificate III
- government funding for higher-level courses (Certificate IV and above) in targeted priority areas.

## Are you eligible for Smart and Skilled training?

Are you:

- 15 years old or over?
- No longer at school?
- Living or working in NSW?
- An Australian citizen, Australian permanent resident, Australian permanent humanitarian visa holder or New Zealand citizen?

If you answered 'Yes' to all four questions, then you may be eligible to enrol in a government-subsidised course with an approved Smart and Skilled training provider and registered training organisation, like DLS

## Fees

1st Qualification \$2,680

2nd Qualification \$3,220

Eligible concession card holders \$240

Traineeships are fee free <https://vet.nsw.gov.au/choosing-vet/fee-free-traineeships>

For information on other States funding initiatives, requirements and fees please visit our website [www.dynamiclearningervices.com.au](http://www.dynamiclearningervices.com.au)