



# TradeSET Report

<b>Name:</b>	Moe Thu
<b>TradeSET Number:</b>	TS254348
<b>My Trade:</b>	Chef
<b>Specialisation:</b>	Chef

## About TradeSET

TradeSET is a free service provided by Trades Recognition Australia (TRA) to help you understand how trade occupations operate in Australia and is part of the process for applicants applying for the:

1. 457 Skills Assessment Program (eligible applicants seeking skills assessments for temporary migration or to facilitate access to occupational licensing)
2. Offshore Skills Assessment Program (eligible applicants seeking skills assessments for permanent migration)
3. The Trades Recognition Service (eligible applicants seeking skills assessments for employment purposes or to facilitate access to occupational licensing); or
4. TradeSET may also be used as a guide for [Job Ready Program](#) participants

Your TradeSET report will also show any additional training you may require to work in Australia.

Skills assessments for the 457 Skills Assessment Program, the Offshore Skills Assessment Program and the Trades Recognition Service (TRS) are conducted by registered training organisations (RTOs) approved by TRA. Please read the relevant [457 Skills Assessment Program Applicant Guidelines](#), [Offshore Skills Assessment Program Applicant Guidelines](#) or [Trades Recognition Service Guidelines](#) for information, including eligibility requirements and how to locate a TRA-approved RTO.

Your TradeSET report must be given to the TRA-approved RTO conducting your skills assessment.

### Important Notes:

The TradeSET report is not a formal skills assessment or a qualification. Persons applying for skilled migration are required to meet all requirements of the Department of Immigration and Border Protection (DIBP). This includes English language requirements and any other requirements as directed by DIBP. Further information about migration requirements can be found at <http://www.border.gov.au/>.



# TradeSET Report

<b>Name:</b>	Moe Thu
<b>TradeSET Number:</b>	TS254348
<b>My Trade:</b>	Chef
<b>Specialisation:</b>	Chef

Details	
<b>Gender:</b>	Male
<b>Date of Birth:</b>	06/06/1966
<b>City:</b>	Pyi
<b>Passport Number:</b>	77655443
<b>Country where I live:</b>	Burma (Myanmar)
<b>Country of passport issue:</b>	Burma (Myanmar)
<b>Country of Training:</b>	Burma (Myanmar)
<b>Skills Assessment Program:</b>	457 or Offshore Skills Assessment Program
<b>Finalisation Date:</b>	25/09/2015



# TradeSET Report

<b>Name:</b>	Moe Thu
<b>TradeSET Number:</b>	TS254348
<b>My Trade:</b>	Chef
<b>Specialisation:</b>	Chef

## Skills Report

Mandatory Skills	Skilled
Plan and organise work operations.	Yes
Manage diversity in the workplace.	Yes
Provide first aid.	Yes
Use food preparation equipment.	Yes
Work as a cook.	Yes
Produce appetisers and salads.	Yes
Produce stocks, sauces and soups.	Yes
Produce vegetable, fruit, egg and flour dishes.	Yes
Produce poultry.	Yes
Produce seafood.	Yes
Produce meat.	Yes
Prepare food to meet special dietary requirements.	Yes
Produce cakes, pastries.	Yes
Work effectively in the kitchen.	Yes
Plan and cost basic menus.	Yes
Follow food safety practices.	Yes
Coach others at work.	Yes
Manage people.	Yes
Maintain the quality of perishable items.	Yes
Look after operations at work.	Yes
Look after workplace safety.	Yes
Manage conflict.	Yes
Manage finances within a budget.	Yes
Use hygienic practices for food safety.	Yes
Coordinate cooking operations.	Yes
Produce desserts.	Yes
Develop menus for special dietary requirements.	Yes
Elective Skills	Skilled
Help improve the workplace.	Yes

Elective Skills	Skilled
Use word processing on a computer.	Yes
Use spreadsheets on a computer.	Yes
Use email.	Yes
Produce business documents.	Yes
Research information.	Yes
Use technology at work.	Yes
Write complex documents.	Yes
Produce Asian appetisers and snacks.	Yes
Produce sashimi.	Yes
Produce sushi.	Yes
Produce Japanese desserts.	Yes
Produce dim sum.	Yes
Produce Chinese roast meat and poultry.	Yes
Produce tandoori.	Yes
Produce Indian breads.	Yes
Produce Indian sweetmeats.	Yes
Produce Indian pickles.	Yes
Package prepared foodstuffs.	Yes
Handle and serve cheese.	Yes
Produce specialised food items.	Yes
Prepare portion-controlled meat cuts.	Yes
Plan in-house events or functions.	Yes
Purchase goods.	Yes
Control stock.	Yes
Plan catering for events or functions.	Yes



# TradeSET Report

<b>Name:</b>	Moe Thu
<b>TradeSET Number:</b>	TS254348
<b>My Trade:</b>	Chef
<b>Specialisation:</b>	Chef

## Skills Assessment Plan

Australian Qualification

<b>Code:</b>	SIT40413
<b>Name:</b>	Commercial Cookery

## My Skills and Evidence

Mandatory Skills	Tasks
<p><b>Work:</b> Plan and organise work operations.  <b>Unit of Competency Code:</b> SITXMGT401  <b>Unit Title:</b> Monitor work operations</p>	<ul style="list-style-type: none"> <li>- Monitor and improve workplace operations.</li> <li>- Plan and organise workflow.</li> <li>- Monitor and support team members ?.</li> <li>- Solve problems and make decisions.</li> </ul>
<p><b>Work:</b> Manage diversity in the workplace.  <b>Unit of Competency Code:</b> BSBDIV501A  <b>Unit Title:</b> Manage diversity in the workplace</p>	<ul style="list-style-type: none"> <li>- Promote the benefits of diversity</li> <li>- Foster respect for diversity in the work team</li> <li>- Implement diversity policy</li> </ul>
<p><b>Work:</b> Provide first aid.  <b>Unit of Competency Code:</b> HLTAID003  <b>Unit Title:</b> Provide first aid</p>	<ul style="list-style-type: none"> <li>- Respond in an emergency situation</li> <li>- Apply appropriate first aid procedures</li> <li>- Communicate details of the incident</li> <li>- Evaluate own performance</li> </ul>
<p><b>Work:</b> Use food preparation equipment.  <b>Unit of Competency Code:</b> SITHCCC101  <b>Unit Title:</b> Use food preparation equipment</p>	<ul style="list-style-type: none"> <li>- Select food preparation equipment.</li> <li>- Use equipment to prepare food.</li> <li>- Clean and maintain food preparation equipment.</li> </ul>

Mandatory Skills	Tasks
<p><b>Work:</b> Work as a cook.  <b>Unit of Competency Code:</b> SITHCCC201  <b>Unit Title:</b> Produce dishes using basic methods of cookery</p>	<ul style="list-style-type: none"> <li>- Select ingredients.</li> <li>- Select, prepare and use equipment.</li> <li>- Assemble and prepare ingredients.</li> <li>- Cook dishes.</li> </ul>
<p><b>Work:</b> Produce appetisers and salads.  <b>Unit of Competency Code:</b> SITHCCC202  <b>Unit Title:</b> Produce appetisers and salads</p>	<ul style="list-style-type: none"> <li>- Select ingredients.</li> <li>- Select, prepare and use equipment.</li> <li>- Portion and prepare ingredients.</li> <li>- Prepare appetisers and salads.</li> <li>- Present and store appetisers and salads.</li> </ul>
<p><b>Work:</b> Produce stocks, sauces and soups.  <b>Unit of Competency Code:</b> SITHCCC203  <b>Unit Title:</b> Produce stocks, sauces and soups</p>	<ul style="list-style-type: none"> <li>- Select ingredients.</li> <li>- Select, prepare and use equipment.</li> <li>- Portion and prepare ingredients.</li> <li>- Prepare stocks, sauces and soups.</li> <li>- Present and store soups, sauces and stocks.</li> </ul>
<p><b>Work:</b> Produce vegetable, fruit, egg and flour dishes.  <b>Unit of Competency Code:</b> SITHCCC204  <b>Unit Title:</b> Produce vegetable, fruit, egg and farinaceous dishes</p>	<ul style="list-style-type: none"> <li>- Select ingredients.</li> <li>- Select, prepare and use equipment.</li> <li>- Portion and prepare ingredients.</li> <li>- Cook vegetable, fruit, egg and farinaceous dishes.</li> <li>- Present and store vegetable, fruit, egg and farinaceous dishes.</li> </ul>
<p><b>Work:</b> Produce poultry.  <b>Unit of Competency Code:</b> SITHCCC301  <b>Unit Title:</b> Produce poultry dishes</p>	<ul style="list-style-type: none"> <li>- Select ingredients.</li> <li>- Select, prepare and use equipment.</li> <li>- Portion and prepare ingredients.</li> <li>- Cook poultry dishes.</li> <li>- Present poultry dishes.</li> </ul>
<p><b>Work:</b> Produce seafood.  <b>Unit of Competency Code:</b> SITHCCC302  <b>Unit Title:</b> Produce seafood dishes</p>	<ul style="list-style-type: none"> <li>- Select ingredients.</li> <li>- Select, prepare and use equipment.</li> <li>- Portion and prepare ingredients.</li> <li>- Cook fish and shellfish.</li> <li>- Present fish and shellfish.</li> </ul>

Mandatory Skills	Tasks
<p><b>Work:</b> Produce meat.  <b>Unit of Competency Code:</b> SITHCCC303  <b>Unit Title:</b> Produce meat dishes</p>	<ul style="list-style-type: none"> <li>- Select ingredients.</li> <li>- Select, prepare and use equipment.</li> <li>- Portion and prepare ingredients.</li> <li>- Cook meat dishes.</li> <li>- Present meat dishes.</li> </ul>
<p><b>Work:</b> Prepare food to meet special dietary requirements.  <b>Unit of Competency Code:</b> SITHCCC307  <b>Unit Title:</b> Prepare food to meet special dietary requirements</p>	<ul style="list-style-type: none"> <li>- Confirm special dietary requirements and select ingredients.</li> <li>- Prepare foods to satisfy nutritional and special dietary requirements.</li> </ul>
<p><b>Work:</b> Produce cakes, pastries.  <b>Unit of Competency Code:</b> SITHCCC308  <b>Unit Title:</b> Produce cakes, pastries and breads</p>	<ul style="list-style-type: none"> <li>- Select ingredients.</li> <li>- Select, prepare and use equipment.</li> <li>- Portion and prepare ingredients.</li> <li>- Cook cakes pastries and breads.</li> <li>- Decorate present and store cakes pastries and breads.</li> </ul>
<p><b>Work:</b> Work effectively in the kitchen.  <b>Unit of Competency Code:</b> SITHCCC309  <b>Unit Title:</b> Work effectively as a cook</p>	<ul style="list-style-type: none"> <li>- Organise and prepare for food service or production.</li> <li>- Cook and present menu items for food service or production.</li> <li>- Complete end of shift requirements.</li> </ul>
<p><b>Work:</b> Plan and cost basic menus.  <b>Unit of Competency Code:</b> SITHKOP302  <b>Unit Title:</b> Plan and cost basic menus</p>	<ul style="list-style-type: none"> <li>- Identify customer preferences.</li> <li>- Plan menus.</li> <li>- Cost menus.</li> <li>- Write menu content.</li> <li>- Evaluate menu success.</li> </ul>
<p><b>Work:</b> Follow food safety practices.  <b>Unit of Competency Code:</b> SITXFSA201  <b>Unit Title:</b> Participate in safe food handling practices</p>	<ul style="list-style-type: none"> <li>- Follow food safety program.</li> <li>- Store food safely.</li> <li>- Prepare food safely.</li> <li>- Provide safe single use items.</li> <li>- Maintain a clean environment.</li> <li>- Dispose of food safely.</li> </ul>
<p><b>Work:</b> Coach others at work.  <b>Unit of Competency Code:</b> SITXHRM301  <b>Unit Title:</b> Coach others in job skills</p>	<ul style="list-style-type: none"> <li>- Prepare for on the job coaching.</li> <li>- Coach colleagues on the job.</li> <li>- Follow up coaching.</li> </ul>

Mandatory Skills	Tasks
<p><b>Work:</b> Manage people.  <b>Unit of Competency Code:</b> SITXHRM402  <b>Unit Title:</b> Lead and manage people</p>	<ul style="list-style-type: none"> <li>- Model high standards of performance and behaviour.</li> <li>- Develop team commitment and cooperation.</li> <li>- Manage team performance.</li> </ul>
<p><b>Work:</b> Maintain the quality of perishable items.  <b>Unit of Competency Code:</b> SITXINV202  <b>Unit Title:</b> Maintain the quality of perishable items</p>	<ul style="list-style-type: none"> <li>- Store supplies in appropriate conditions.</li> <li>- Maintain perishable supplies at optimum quality.</li> <li>- Check perishable supplies and dispose of spoilt stock.</li> </ul>
<p><b>Work:</b> Look after operations at work.  <b>Unit of Competency Code:</b> SITXMGT401  <b>Unit Title:</b> Monitor work operations</p>	<ul style="list-style-type: none"> <li>- Monitor and improve workplace operations.</li> <li>- Plan and organise workflow.</li> <li>- Monitor and support team members ?.</li> <li>- Solve problems and make decisions.</li> </ul>
<p><b>Work:</b> Look after workplace safety.  <b>Unit of Competency Code:</b> SITXWHS401  <b>Unit Title:</b> Implement and monitor work health and safety practices</p>	<ul style="list-style-type: none"> <li>- Provide information on health, safety and security.</li> <li>- Monitor safe work practices.</li> <li>- Coordinate consultative arrangements for the management of health, safety and security issues.</li> <li>- Implement and monitor procedures for identifying hazards, assessing and controlling risks.</li> <li>- Implement and monitor health, safety and security training.</li> <li>- Maintain work health and safety records and reports.</li> </ul>
<p><b>Work:</b> Manage conflict.  <b>Unit of Competency Code:</b> SITXCOM401  <b>Unit Title:</b> Manage conflict</p>	<ul style="list-style-type: none"> <li>- Identify conflict situations.</li> <li>- Resolve conflict.</li> <li>- Evaluate conflicts and resolutions.</li> </ul>
<p><b>Work:</b> Manage finances within a budget.  <b>Unit of Competency Code:</b> SITXFIN402  <b>Unit Title:</b> Manage finances within a budget</p>	<ul style="list-style-type: none"> <li>- Allocate budget resources.</li> <li>- Monitor financial activities against budget.</li> <li>- Identify and evaluate options for improved budget performance.</li> <li>- Complete financial and statistical reports.</li> </ul>



Mandatory Skills	Tasks
<b>Work:</b> Use hygienic practices for food safety. <b>Unit of Competency Code:</b> SITXFSA101 <b>Unit Title:</b> Use hygienic practices for food safety	<ul style="list-style-type: none"> <li>- Follow hygiene procedures and identify food hazards.</li> <li>- Report any personal health issues.</li> <li>- Prevent food contamination.</li> <li>- Prevent cross contamination by washing hands.</li> </ul>
<b>Work:</b> Coordinate cooking operations. <b>Unit of Competency Code:</b> SITHKOP403 <b>Unit Title:</b> Coordinate cooking operations	<ul style="list-style-type: none"> <li>- Plan food production requirements.</li> <li>- Organise availability of supplies for food production period.</li> <li>- Coordinate kitchen operations.</li> <li>- Monitor the quality of kitchen outputs.</li> </ul>
<b>Work:</b> Produce desserts. <b>Unit of Competency Code:</b> SITHPAT306 <b>Unit Title:</b> Produce desserts	<ul style="list-style-type: none"> <li>- Select ingredients.</li> <li>- Select, prepare and use equipment.</li> <li>- Portion and prepare ingredients.</li> <li>- Prepare desserts and sauces.</li> <li>- Portion, present and store desserts.</li> </ul>
<b>Work:</b> Develop menus for special dietary requirements. <b>Unit of Competency Code:</b> SITHKOP402 <b>Unit Title:</b> Develop menus for special dietary requirements	<ul style="list-style-type: none"> <li>- Identify the dietary and cultural menu requirements of customers.</li> <li>- Develop menus and meal plans for special diets.</li> <li>- Cost and document special menus and meal plans.</li> <li>- Monitor special menu performance.</li> </ul>

## Evidence I can provide

- Qualification / Certificate

Elective Trade Skills	Tasks
<b>Work:</b> Help improve the workplace. <b>Unit of Competency Code:</b> BSBINN201A <b>Unit Title:</b> Contribute to workplace innovation	<ul style="list-style-type: none"> <li>- Identify opportunities to do things better</li> <li>- Discuss and develop ideas with others</li> <li>- Address the practicalities of change</li> </ul>

Elective Trade Skills	Tasks
<p><b>Work:</b> Use word processing on a computer.  <b>Unit of Competency Code:</b> BSBITU201A  <b>Unit Title:</b> Produce simple word processed documents</p>	<ul style="list-style-type: none"> <li>- Prepare to produce documents</li> <li>- Produce documents</li> <li>- Finalise documents</li> </ul>
<p><b>Work:</b> Use spreadsheets on a computer.  <b>Unit of Competency Code:</b> BSBITU202A  <b>Unit Title:</b> Create and use spreadsheets</p>	<ul style="list-style-type: none"> <li>- Select and prepare resources</li> <li>- Create simple spreadsheets</li> <li>- Produce simple charts</li> <li>- Finalise spreadsheets</li> </ul>
<p><b>Work:</b> Use email.  <b>Unit of Competency Code:</b> BSBITU203A  <b>Unit Title:</b> Communicate electronically</p>	<ul style="list-style-type: none"> <li>- Implement procedures to send and receive electronic mail</li> <li>- Manage electronic mail</li> <li>- Collaborate online</li> </ul>
<p><b>Work:</b> Produce business documents.  <b>Unit of Competency Code:</b> BSBITU306A  <b>Unit Title:</b> Design and produce business documents</p>	<ul style="list-style-type: none"> <li>- Select and prepare resources</li> <li>- Design document</li> <li>- Produce document</li> <li>- Finalise document</li> </ul>
<p><b>Work:</b> Research information.  <b>Unit of Competency Code:</b> BSBRES401A  <b>Unit Title:</b> Analyse and present research information</p>	<ul style="list-style-type: none"> <li>- Gather and organise information</li> <li>- Research and analyse information</li> <li>- Present information</li> </ul>
<p><b>Work:</b> Use technology at work.  <b>Unit of Competency Code:</b> BSBWOR204A  <b>Unit Title:</b> Use business technology</p>	<ul style="list-style-type: none"> <li>- Select and use technology</li> <li>- Process and organise data</li> <li>- Maintain technology</li> </ul>
<p><b>Work:</b> Write complex documents.  <b>Unit of Competency Code:</b> BSBWRT401A  <b>Unit Title:</b> Write complex documents</p>	<ul style="list-style-type: none"> <li>- Plan documents</li> <li>- Draft text</li> <li>- Prepare final text</li> <li>- Produce document</li> </ul>
<p><b>Work:</b> Produce Asian appetisers and snacks.  <b>Unit of Competency Code:</b> SITHASC202  <b>Unit Title:</b> Produce Asian appetisers and snacks</p>	<ul style="list-style-type: none"> <li>- Select ingredients.</li> <li>- Select, prepare and use equipment.</li> <li>- Portion and prepare ingredients.</li> <li>- Prepare appetisers and snacks.</li> <li>- Present and store appetisers and snacks.</li> </ul>
<p><b>Work:</b> Produce sashimi.  <b>Unit of Competency Code:</b> SITHASC304  <b>Unit Title:</b> Produce sashimi</p>	<ul style="list-style-type: none"> <li>- Select ingredients.</li> <li>- Select, prepare and use equipment.</li> <li>- Prepare fish and accompaniments.</li> <li>- Present sashimi.</li> </ul>

Elective Trade Skills	Tasks
<p><b>Work:</b> Produce sushi.  <b>Unit of Competency Code:</b> SITHASC305  <b>Unit Title:</b> Produce sushi</p>	<ul style="list-style-type: none"> <li>- Select ingredients.</li> <li>- Select, prepare and use equipment.</li> <li>- Portion and prepare ingredients.</li> <li>- Prepare sushi.</li> <li>- Present sushi.</li> </ul>
<p><b>Work:</b> Produce Japanese desserts.  <b>Unit of Competency Code:</b> SITHASC306  <b>Unit Title:</b> Produce Japanese desserts</p>	<ul style="list-style-type: none"> <li>- Select ingredients.</li> <li>- Select, prepare and use equipment.</li> <li>- Portion and prepare ingredients.</li> <li>- Prepare sweetmeats.</li> <li>- Present and store sweetmeats.</li> </ul>
<p><b>Work:</b> Produce dim sum.  <b>Unit of Competency Code:</b> SITHASC307  <b>Unit Title:</b> Produce dim sum</p>	<ul style="list-style-type: none"> <li>- Select ingredients.</li> <li>- Select, prepare and use equipment.</li> <li>- Portion and prepare ingredients.</li> <li>- Cook dim sum.</li> <li>- Present sweet and savoury dim sum.</li> </ul>
<p><b>Work:</b> Produce Chinese roast meat and poultry.  <b>Unit of Competency Code:</b> SITHASC308  <b>Unit Title:</b> Produce Chinese roast meat and poultry dishes</p>	<ul style="list-style-type: none"> <li>- Select ingredients.</li> <li>- Select, prepare and use equipment.</li> <li>- Portion and prepare ingredients.</li> <li>- Cook roast meat and poultry.</li> <li>- Present and store roast meat cuts and poultry.</li> </ul>
<p><b>Work:</b> Produce tandoori.  <b>Unit of Competency Code:</b> SITHASC309  <b>Unit Title:</b> Produce tandoori dishes</p>	<ul style="list-style-type: none"> <li>- Select ingredients.</li> <li>- Select, prepare and use equipment.</li> <li>- Portion and prepare ingredients.</li> <li>- Cook tandoori items.</li> <li>- Present and store tandoori dishes.</li> </ul>
<p><b>Work:</b> Produce Indian breads.  <b>Unit of Competency Code:</b> SITHASC310  <b>Unit Title:</b> Produce Indian breads</p>	<ul style="list-style-type: none"> <li>- Select ingredients.</li> <li>- Select, prepare and use equipment.</li> <li>- Portion and prepare ingredients.</li> <li>- Prepare and cook breads.</li> <li>- Present and store breads.</li> </ul>
<p><b>Work:</b> Produce Indian sweetmeats.  <b>Unit of Competency Code:</b> SITHASC311  <b>Unit Title:</b> Produce Indian sweetmeats</p>	<ul style="list-style-type: none"> <li>- Select ingredients.</li> <li>- Select, prepare and use equipment.</li> <li>- Portion and prepare ingredients.</li> <li>- Prepare sweetmeats.</li> <li>- Present and store sweetmeats.</li> </ul>

Elective Trade Skills	Tasks
<p><b>Work:</b> Produce Indian pickles.  <b>Unit of Competency Code:</b> SITHASC312  <b>Unit Title:</b> Produce Indian pickles and chutneys</p>	<ul style="list-style-type: none"> <li>- Confirm food production requirements and select ingredients.</li> <li>- Select, prepare and use equipment.</li> <li>- Portion and prepare ingredients.</li> <li>- Prepare pickles and chutneys.</li> <li>- Present and store cooked pickles and chutneys.</li> </ul>
<p><b>Work:</b> Package prepared foodstuffs.  <b>Unit of Competency Code:</b> SITHCCC104  <b>Unit Title:</b> Package prepared foodstuffs</p>	<ul style="list-style-type: none"> <li>- Select food and packaging materials.</li> <li>- Package and label foods.</li> </ul>
<p><b>Work:</b> Handle and serve cheese.  <b>Unit of Competency Code:</b> SITHCCC306  <b>Unit Title:</b> Handle and serve cheese</p>	<ul style="list-style-type: none"> <li>- Prepare cheese for service.</li> <li>- Present and store cheese.</li> </ul>
<p><b>Work:</b> Produce specialised food items.  <b>Unit of Competency Code:</b> SITHCCC401  <b>Unit Title:</b> Produce specialised food items</p>	<ul style="list-style-type: none"> <li>- Select ingredients.</li> <li>- Select, prepare and use equipment.</li> <li>- Portion and prepare ingredients.</li> <li>- Cook specialised food items.</li> <li>- Present and store specialised food items.</li> </ul>
<p><b>Work:</b> Prepare portion-controlled meat cuts.  <b>Unit of Competency Code:</b> SITHCCC402  <b>Unit Title:</b> Prepare portion-controlled meat cuts</p>	<ul style="list-style-type: none"> <li>- Select ingredients.</li> <li>- Select, prepare and use equipment.</li> <li>- Prepare portion controlled meat cuts and meat products.</li> <li>- Store meat cuts and meat products.</li> </ul>
<p><b>Work:</b> Plan in-house events or functions.  <b>Unit of Competency Code:</b> SITXEVT401  <b>Unit Title:</b> Plan in-house events or functions</p>	<ul style="list-style-type: none"> <li>- Liaise with event customer to satisfy service expectations.</li> <li>- Prepare and confirm event proposals.</li> <li>- Coordinate event services.</li> <li>- Finalise event and evaluate operational success.</li> </ul>
<p><b>Work:</b> Purchase goods.  <b>Unit of Competency Code:</b> SITXINV301  <b>Unit Title:</b> Purchase goods</p>	<ul style="list-style-type: none"> <li>- Determine purchasing requirements.</li> <li>- Source suppliers and discuss requirements.</li> <li>- Assess quality of goods and make purchase.</li> </ul>

Elective Trade Skills	Tasks
<p><b>Work:</b> Control stock.  <b>Unit of Competency Code:</b> SITXINV401  <b>Unit Title:</b> Control stock</p>	<ul style="list-style-type: none"> <li>- Maintain stock levels and records.</li> <li>- Process stock orders.</li> <li>- Minimise stock losses.</li> <li>- Follow up orders.</li> <li>- Organise and administer stocktakes.</li> </ul>
<p><b>Work:</b> Plan catering for events or functions.  <b>Unit of Competency Code:</b> SITHKOP404  <b>Unit Title:</b> Plan catering for events or functions</p>	<ul style="list-style-type: none"> <li>- Identify purpose and scope of the event.</li> <li>- Prepare catering proposal for event or function.</li> <li>- Prepare and implement operational plan for the catering of an event or function.</li> </ul>

### Evidence I can provide

- Qualification / Certificate

### Skills and Evidence I may need