



Certificate III in Government (Response and Operational Services)

State ID: AB75

About this course

Be prepared

This exciting new course is designed to give you skills that will help equip you for training and career pathways in a broad range of public service roles, with a **focus on emergency and response services**.

While this Certificate III course does not provide a direct pathway into employment in the emergency or response services, the topics included in the program will help you apply for a public service role.

You'll cover essential areas such as **teamwork and leadership, communication skills, public service legislation, diversity and values, physical fitness** and **career planning**.

You'll have access to learning support to help improve your literacy or numeracy skills and to NMT's gym facilities at our Northbridge and Joondalup campuses while you study.

Gain these skills

- Ability to use a wide range of communication styles to suit different audiences and purposes
- Work effectively within a team environment in an organisational structure
- Identify career goals and options for pathways into the various operational services
- Improve own physical wellbeing whilst assisting to coordinate activities for others
- How to use ICT applications and media tools to establish social networks within the working environment

Is this course right for me?

I have the following attributes:

- High level of integrity
- Able to work in a team and communicate with others
- Well developed English literacy skills

- Good organisational, time-management and problem solving skills
- Enthusiastic and self-motivated
- Flexible and able to adapt to new concepts, ideas and methods

Details

Semester 1, 2020

Leederville - On Campus



Duration: **1 Semester/s**



When: **Semester 1, 2020**



How: **On campus**

Units

Core

National ID	Unit Title
PSPETH001	Uphold the values and principles of public service
PSPGEN015	Work effectively with diversity
PSPGEN019	Use workplace communication strategies
PSPLEG001	Comply with legislation in the public sector

Elective

National ID	Unit Title
BSBCRT301	Develop and extend critical and creative thinking skills
BSBLEG413	Identify and apply the legal framework
BSBWHS301	Maintain workplace safety
PSPGEN009	Work effectively in the organisation
PSPGEN021	Contribute to conflict management
PSPGEN038	Identify and treat risks

National ID	Unit Title
PSPTIS004	Conduct career planning
SISXCAI006	Facilitate groups
SISXCAI007	Assist with activities not requiring equipment

Entrance requirements

School Leaver	Non-School Leaver	AQF
OLNA or NAPLAN 9 Band 8	C Grades in Year 10 English and Maths or equivalent	Certificate I or Certificate II

Further study

Graduates of this course may look at further study options at Diploma level.

Job opportunities

Job titles may include:

- Security officer
- Border Protection officer
- Police officer
- Emergency services (Fire, Ambulance)
- Defence forces
- General public service roles

Important information

Classes will be conducted on campus over 3 - 4 days per week

Please note this course does not guarantee you employment in emergency or response services but successful completion may enhance your skill set when applying for such roles.

Fees and charges

View our [Indicative Fees list](#)

Local full time students

Course fees are made up of two components, tuition fees and resource fees.

Tuition fees are determined by multiplying the course fee rate by the nominal hours, which is the number of hours in which an average student could be expected to complete each unit. They are not the hours of training or instruction.

Resource fees are charges for material that are essential to a course or unit, and are purchased by NMT to be used by students during the course.

Fees may vary depending on the units you are enrolled in so an approximate amount has been shown. You will be given the exact amount of your fees at enrolment. Part time student fees will vary depending on the number of units you are enrolled in.

Please note, you may also need to buy textbooks or equipment for your course.

International Students

Check [TAFE International WA](#) to confirm this course is available to international students. You will pay your tuition fees to TIWA.

Please note, fees are subject to change.