

# Competitive Systems and Practices Learner Guide



MSS30316 Certificate III  
Competitive Systems and Practices

MSS40316 Certificate IV  
Competitive Systems and Practices

RTO National Code - 91467



**CORPORATE PARTNERS**  
EXCELLENCE THROUGH PEOPLE AND PROCESS



## Who is Corporate Partners?

Corporate Partners is a Registered Training Organisation (RTO) providing nationally accredited workplace training for the manufacturing and process industries. Our training programs establish Lean Manufacturing principles to a range of industries including financial services, healthcare, warehousing, distribution as well as manufacturing.

Our programs have been developed to cater for a broad range of industries, while supporting key functions like operations, administration, sales, logistics and technical departments.

Corporate Partners offers the following training:

- MSS30316 Certificate III in Competitive Systems and Practices
- MSS40316 Certificate IV in Competitive Systems and Practices
- MSS50316 Diploma in Competitive Systems and Practices
- BSB42015 Certificate IV in Leadership and Management

In our MSS30316 Certificate III in Competitive Systems and Practices you will learn how to participate in Visual Workplace Management to improve Safety, Quality, Cost, Delivery, and the Environment to become world-competitive. You will learn how to identify wastes, solve problems and use Visual Workplace Management to transform your work team into a high-performing Mini Business Team.

In the MSS40316 Certificate IV in Competitive Systems and Practices program you are challenged to lead your team in implementing Visual Workplace Management by creating Mini Business Teams. You will coach your Mini Business Team to achieve significant improvements in safety, quality, delivery, cost, environment and most importantly, increasing morale and developing the skills of your team.

In our MSS50316 Diploma of Competitive Systems and Practices managers will be challenged to guide and lead the implementation of Visual Workplace Management across the organisation. You will enhance your Visual Workplace Management by undertaking step change projects to further improve Safety, Quality, Cost, Delivery, Cost and the Environment in order to become world-competitive. You will implement systems to identify wastes, solve problems and use Visual Workplace Management to transform your work teams into high-performing Mini Business Teams.

The BSB42015 Certificate IV in Leadership and Management reflects the role of individuals working as developing and emerging leaders and managers in a range of enterprise and industry contexts. As well as assuming responsibility for their own performance, individuals at this level provide leadership, guidance and support to others. They also have some responsibility for organising and monitoring the output of their team.





## Why undertake a study program with us?

Corporate Partners offer workplace training and assessment to employees nationally and has over 10 years experience working in business to develop first class training and skills development programs.

Our trainers and assessors work onsite, taking leadership roles in implementing programs and practices that guide learners and teams towards achieving success in their chosen qualification.

As an employee, you will reap the rewards of this training by streamlining your current processes. Our trainers and assessors will go through all your current processes making sure that all waste is eliminated and processes are working efficiently.

Corporate Partners can help you define individual and team goals that align with overall business strategy. We help empower your teams to prevent hazards and mitigate risks and we help translate targets into tangible actions. We marry this approach with our understanding of client operations and internal capabilities and work with you to embed strategy in the day-to-day operations.

## What will you Learn?

Corporate Partners uses Mini Business Teams (MBTs) to engage staff in the continuous improvement process and outcomes are measured and displayed for each MBT. This visual approach identifies and recognises team and individuals achievements in business improvement.



### The rewards are there to be reaped:

- ✓ Increases job satisfaction as learners understand how their role fits into the overall process
- ✓ Nationally recognised qualifications to successfully completed learners
- ✓ Benefits your employers business bottom line
- ✓ Planning and problem-solving skills that will deliver improved results and outcomes for the business
- ✓ Practical processes which focus all employees on key issues and which align their activities with the strategies and goals of the organisation
- ✓ Increase knowledge and skill level



## How will you Learn?

Each student enrolled through Corporate Partners will attend training sessions with our accredited trainers and will be provided the training materials to use throughout the course. Corporate Partners programs are delivered through structured on-the-job learning, workshops and include one-to-one guidance and coaching for employees when required.

A variety of theoretical, practical and interactive development strategies are employed. Strategies include: workshops and demonstrations, one-on-one coaching from peers/team leaders/managers, discussions, question and answer sessions, role play, structured exercises and presentations.

Training and Assessment are conducted with the Learners in a client company workplace, on the job, utilising the company's facilities, with a Corporate Partners Trainer and Assessor.

## How will you be assessed?

The assessments are made up of questions, projects and presentation activities. Learners will be marked not as percentage, or a pass or fail but as 'Competent' or 'Not Yet Competent'.

Corporate Partners provide learners with clear descriptions of the performance standards expected of learners. Workplace assessments are conducted in accordance with the assessment procedure as approved by the National Skills Standard Council. Workplace assessments will be conducted according to training plans as agreed between the trainer/assessor and all stakeholders.

Corporate Partners assessors will inform learners on all aspects of workplace assessments prior to formal assessment. This will include assessment methods, assessment tools and reasonable adjustments to the assessment process where appropriate.

On successful completion of this course, Corporate Partners will provide you with a Certificate showing all successful units completed. If you did not get to complete the whole course, you will be provided with a statement of attainment showing all successful units completed.

## What is the duration of the program?

Your schedule of training will be discussed with you upon enrolment, sessions can be set up as weekly or monthly with approximately 1-2hrs on-site training. Corporate Partners programs vary depending on the level of qualification

- MSS30316 Certificate III Competitive Systems and Practices is typically 12-15 months to complete
- MSS40316 Certificate IV Competitive Systems and Practices is typically 15-18 months to complete.
- MSS50316 Diploma in Competitive Systems and Practices is typically 24-30 months to complete
- BSB42015 Certificate IV in Leadership and Management is typically 12-15 months to complete

This time will vary due to learners taking leave, holidays or other leave during the program and dependent on the level and skills of the individual.

