



CORPORATE PARTNERS  
EXCELLENCE THROUGH PEOPLE AND PROCESS

# Process Manufacturing



MSM30116 Certificate III in Process Manufacturing

MSM40116 Certificate IV in Process Manufacturing

Corporate Partners Pty Ltd RTO National Code - 91467



# Program Overview

## Where can Process Manufacturing be applied?

The Process Manufacturing qualification is intended for advanced production workers who use a range of equipment and provide support functions directly related to producing products. They would undertake more advanced roles, working in accordance with the operating procedures and would apply their knowledge to anticipate problems and solve a range of foreseen and unforeseen problems.

## Who can benefit from this qualification?

Production support workers, people working in manufacturing and filling the vital production support roles but who may not have had the opportunity to develop competency in sufficient technical units related directly to producing products.

The qualification also suits employees who operate across more than one category within process manufacturing or 'specialised processes' and elsewhere when required.

## What's in this program for staff?

Everyone wants to perform at their best and be recognised for it. This program will develop problem solving capabilities to perform their tasks more efficiently. Learners will gain maximum job satisfaction by seeing and understanding how their role fits into the overall process. Successful learners will achieve a nationally accredited qualification which is recognised throughout Australia and New Zealand.

## Corporate Partners' experience embeds operational excellence in your team

- ✓ Corporate Partners is a Registered Training Organisation delivering the Process Manufacturing Training qualification and has delivered formal training to over 6500 learners Nationally
- ✓ Corporate Partners expertise in the theory and experience in practical workplace application of Process Manufacturing has led them to develop a unique holistic training process. This ensures staff are trained in skills to help them work more effectively in their own environment as well as within a team
- ✓ Our learning model focuses on critical business issues concurrently rather than sequentially, resulting in sustainable learning which they can repeat and apply over and over again
- ✓ As learners successfully achieve Corporate Partners certification, they achieve a complete understanding of business objectives combined with excellence in detailed operating disciplines

## How to achieve excellence?

Participants taking part in Process Manufacturing training are required to complete 21 units for Certificate III and 26 units for Certificate IV, with the final selection of units tailored to client's specific business needs.

## Learner Skills Program

Typically, the implementation work will be undertaken with a combination of theory and projects. This provides an opportunity to address a specific issue or area and achieve defined outcomes. Corporate Partners programs are delivered through structured on-the-job learning, workshops and include one-to-one guidance and coaching for clients when required. Training and Assessment sessions are conducted with the learners in their company workplace, on the job, utilising the company's facilities. This program is ideal for skills development and demonstrating competency to deliver cost improvements to the business.

MSM30116 Certificate III in Process Manufacturing is typically 12 months to complete and the MSM40116 Certificate IV in Process Manufacturing is typically 15 months to complete. This time will vary due to learners taking leave, holidays or other leave during the program.

## MSM30116 Certificate III in Process Manufacturing - Recommended Units

### VISUAL MANAGEMENT

1	MSS402010	Manage the impact of change on own work
2	MSS403001	Review competitive systems and practices
3	MSS403085	Ensure process improvements are sustained
4	MSS402002	Sustain process Improvements
5	MSMSUP291	Participate in continuous improvement
6	MSS402052	Implement continuous improvements based on standardised work practices
7	MSMSUP106	Work in a team
8	MSMSUP383	Facilitate a Team
9	MSMSUP200	Achieve work outcomes

### PROBLEM SOLVING

10	MSMSUP390	Use structured problem solving tools
11	MSS402080	Undertake root cause analysis
12	MSS403086	Improve cost factors in work practices
13	MSS403053	Map an operational process
14	MSMSUP300	Identify and apply process improvements

### PROCESS

15	MSMSUP310	Contribute to the development of workplace documentation
16	MSMSUP210	Process and record information
17	MSS402051	Apply quality standards

### SAFETY

18	MSMWHS100	Follow WHS procedures
19	MSMWHS200	Work safely
20	MSMWHS300	Facilitate the implementation of WHS for a work group

### ENVIRONMENT

21	MSMENV272	Participate in environmentally sustainable work practices
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## MSM40116 Certificate IV in Process Manufacturing - Recommended Units

### VISUAL MANAGEMENT

1	MSS403010	Facilitate change in an organisation implementing competitive systems and practices
2	MSS403035	Implement the visual workplace
3	MSS402010	Manage the impact of change on own work
4	MSS403001	Review competitive systems and practices
5	MSS403085	Ensure process improvements are sustained
6	MSS402002	Sustain process Improvements
7	MSMSUP291	Participate in continuous improvement
8	MSS402052	Implement continuous improvements based on standardised work practices
9	MSMSUP106	Work in a team
10	MSMSUP383	Facilitate a Team
11	MSMSUP200	Achieve work outcomes
12	MSS403054	Facilitate breakthrough improvements

### PROBLEM SOLVING

13	MSMSUP390	Use structured problem solving tools
14	MSS402080	Undertake root cause analysis
15	MSS403053	Map an operational process
16	MSS403086	Improve cost factors in work practices
17	MSMSUP300	Identify and apply process improvements

### PROCESSING

18	MSMSUP310	Contribute to the development of workplace documentation
19	MSMSUP210	Process and record information
20	MSS402051	Apply quality standards
21	MSMSUP230	Monitor process operations
22	MSS403087	Mistake proof an operational process

### SAFETY

23	MSMWHS100	Follow WHS procedures
24	MSMWHS200	Work safely
25	MSMWHS300	Facilitate the implementation of WHS for a work group

### ENVIRONMENT

26	MSMENV272	Participate in environmentally sustainable work practices
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## Funding

Corporate Partners can assist companies to make an application for State and Federal training funding incentives which companies may be eligible for. Additionally, the Federal Government may at times have support programs available that companies/employees or Corporate Partners may be able to make an application for.

Please speak to your Corporate Partners representative for more information regarding eligibility.

NOTE: Not all States offer the same funding programs and companies are advised to check with the relevant Australian Apprenticeship Centres and Corporate Partners to obtain clarification.

### NEW SOUTH WALES

**Smart and Skilled (SAS)** is a reform of the NSW Vocational Education and Training (VET) system. This training is subsidised by the NSW Government. Smart and Skilled provides eligible students an entitlement to government-subsidised training up to and including Certificate III and government funding for higher-level courses (Certificate IV and above) in targeted priority areas.

For Smart and Skilled Learner fee information, please see the link below for information. <https://smartandskilled.nsw.gov.au/for-employers/new-fee-arrangements> and Corporate Partners website at <https://corporatepartners.com.au/training-courses/>  
This training is subsidised by the NSW Government.

**Skilling for Recovery** funding is now available for Certificate IV Process Manufacturing. ^Skilling for Recovery is part of a matched funding commitment of almost \$320 million between the NSW and Australian government's under the JobTrainer Fund. Skilling for Recovery is a key component of the State's COVID-19 Recovery Plan. It includes an additional 100,000 **fee free** full and part qualification training places to reskill, retrain and redeploy the workforce to industries where there are skills shortages and emerging employment opportunities.

^Smart and Skilled policy for Skilling for Recovery Initiative

**Traineeships** through Fee-free traineeships NSW, businesses can benefit from free qualification training for their trainees. Making it easier for NSW businesses to get the skilled staff they require. Learners may be eligible to enrol in a Traineeship and employer incentives may be available for each trainee.

These incentives may include the Boosting Apprenticeship Commencements.

^^The \$1.2 billion Boosting Apprenticeship Commencements wage subsidy will support employers of any size to engage up to 100,000 new apprentices or trainees. Any business that engages an Australian Apprentice on or after 5 October 2020 may be eligible for a subsidy of 50 per cent of wages paid to an apprentice between 5 October 2020 and 30 September 2021, to a maximum of \$7,000 per quarter.

^^ <https://business.gov.au/risk-management/emergency-management/coronavirus-information-and-support-for-business/boosting-apprenticeship-commencements>

Other Incentives may be available see Australian [Apprenticeships Incentives Program Summary](#)

**Skills Checkpoint Program** is available for learners 45-70 years old who are existing workers offering up to 50% student fee rebate (conditions apply).

## Clients across Australia

Capral - Trisco Foods - bernafon - Downer EDI Rail - CQMS Razer - CQMS Castings - Reliance Worldwide - Crane Copper Tube/Metals - Global Manufacturing Group - Weston Cereal Industries - Hyne Timber - Bundaberg Sugar - Seawind Catamarans Sun Engineering Australia - Camerons - Gekko - L and M Radiator - AlSCO - Iplex Pipelines Rockpress - Chess Engineering - Prysmian - Schweppes - Birch and Waite - Adpost - Enware