

FBP40321

# Certificate IV in Food Processing



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

RTO No. 40467



## FBP40321 Certificate IV in Food Processing

The FBP40321 Certificate IV in Food Processing reflects the role of workers who work in supervisory or middle management roles within food processing environments. Workers contribute specialist technical skills and knowledge to solve food production problems and supervise the work of others. Emphasis is on monitoring the implementation and quality control of food processing systems and procedures for optimal performance. some non-routine problems.

### Skills you will develop

- ◆ Communicate effectively as a workplace leader, including understanding the context, choosing methods of communication to suit the audience, and following up.
- ◆ Implement and monitor an organisation's work health and safety (WHS) policies, procedures and programs in the relevant work area in order to meet legislative requirements.
- ◆ Undertake a minor project or a section of a larger project.
- ◆ Identify business risks and to apply established risk management processes to a defined area of operations that are within the responsibilities and obligations of the work role.
- ◆ Maintain and implement a hazard analysis critical control point (HACCP) based food safety plan.
- ◆ Control contamination and spoilage in food or beverages, and to manage food safety using cleaning and sanitation programs.
- ◆ Apply mathematical principles to analyse and interpret data relating to the properties and production process for food products, using common units of measurement, formulae and mathematical skills.
- ◆ Effectively analyse the workplace in relation to environmentally sustainable work practices, and to implement improvements and monitor their effectiveness.
- ◆ Participate in performance improvement processes that involve systematic analysis of performance to identify and propose opportunities for improvement.
- ◆ Lead teams and individuals by modelling high standards of conduct to reflect the organisation's standards and values.
- ◆ Use leadership to promote team cohesion including motivating, mentoring and coaching.
- ◆ Collect, organise, analyse and present information using available systems and sources including identifying research requirements and sources of information, evaluating the quality and reliability of the information, and preparing and producing reports.
- ◆ Assess, investigate and make recommendations to optimise the performance of a work process, system or area.
- ◆ Use structured process improvement tools to solve process and other problems.
- ◆ Managing an organisation that has embarked on competitive systems and practices and who seeks to change/improve the organisation culture and maximise the benefits for a competitive systems and practices strategy.
- ◆ Develop, administer and communicate staff rosters including ability to plan rosters according to industrial provisions, operational efficiency requirements, and within wage budgets.
- ◆ Collate and maintain workplace records to enable the monitoring and reporting of workplace performance.
- ◆ Analyse a process that a team is responsible for and determine methods of mistake proofing it.
- ◆ Verify and confirm validation of food safety programs in the context of food safety legislation and client requirements
- ◆ identify, evaluate and control food safety hazards for the purposes of validating specific control measures in a



# UNITS OF STUDY



## FBP40321 Certificate IV in Food Processing

BSBLDR412	Communicate effectively as a workplace leader	Core
BSBWHS411	Implement and monitor WHS policies, procedures and programs	Core
BSBPMG430	Undertake project work	Core
BSBOPS403	Apply business risk management processes	Core
FBPFSY4001	Supervise and maintain a food safety plan	Core
FBPTEC4003	Control food contamination and spoilage	Core
FBPTEC4007	Describe and analyse data using mathematical principles	Core
MSMENV472	Implement and monitor environmentally sustainable work practices	Core
FBPPPL3003	Participate in improvement processes	Elective
BSBLDR411	Demonstrate leadership in the workplace	Elective
BSBLDR413	Lead effective workplace relationships	Elective
BSBINS401	Analyse and present research information	Elective
FBPPPL4009	Optimise a work process	Elective
MSMSUP390	Use structured problem solving tools	Elective
MSS405013	Facilitate holistic culture improvement in an organisation	Elective
SITXHRM002	Roster staff	Elective
FBPPPL3006	Report on workplace performance	Elective
MSS403087	Mistake proof an operational process	Elective
FBPAUD4003	Conduct food safety audits	Elective
FBPAUD4004	Identify, evaluate and control food safety hazards	Elective





## Volume of Learning

Learners should expect a duration between 6 and 24 months to meet the requirements of FBP40321, which is consistent with the AQF volume of learning indicators for a Certificate IV qualification. This may vary depending upon prior experience and study.

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.

## Entry 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.

## 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)
- ◆ 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).

## 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.

## Pathways

Qualifications that may be considered after successful completion include:

- ◆ FBP50221 Diploma of Food Safety Auditing
- ◆ FBP50121 Diploma of Food Science and Technology

## Career Opportunities

- ◆ Advance production operator
- ◆ Advanced packaging operator
- ◆ Leading Hand/Supervisor
- ◆ Food Processing Technician

## Fees and Charges and other information

For detailed information on your course, fees and charges, eligibility for any Federal or State funding, 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.



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