
Certificate III in Occupational Health and Safety BSB30707

Description

This qualification reflects the role of skilled operators who apply a broad range of competencies in varied work contexts, using some discretion and judgement and relevant theoretical knowledge. They may provide technical advice and support to a team. This qualification is for people whose main job is not dedicated to OHS but who take it on as a voluntary duty. Possible job titles relevant to this qualification include: Health and Safety Assistant; Health and Safety Committee Member; Health and Safety Representative.



Qualification Pathways

There are no prerequisite requirements for individual units of competency.

Preferred pathways for candidates considering this qualification include:

- after achieving the BSB20107 Certificate II in Business or other relevant qualification/s OR
- providing evidence of competency in the majority of units required for the BSB20107 Certificate II in Business or other relevant qualification/s OR
- with some vocational experience working in occupational health and safety roles without a formal business qualification. This breadth of expertise would equate to the competencies required to undertake this qualification.

After achieving the BSB30707 Certificate III in Occupational Health and Safety, candidates may undertake the BSB41407 Certificate IV in Occupational Health and Safety, a qualification that provides a pathway enabling individuals to use well-developed skills and a broad knowledge of occupational health and safety in a wide variety of contexts, or a range of other relevant Certificate IV qualifications.

Qualification Rules

7 Core Units + 5 Elective Units = 12 Units

Training & Recognition of Current Competencies (RCC)

Much of the training is delivered on-the-job through reading, interacting with colleagues and completing useful project work. You only need to attend off-the-job training if a competency cannot be acquired at the workplace.

You may already have many of the skills required to qualify for this qualification. There is no need to be trained in things you can already do. NDA will assess current skills and give recognition for relevant competencies.

7 Core Units:

BSBOHS301B	Apply knowledge of OHS legislation in the workplace
BSBOHS302B	Participate effectively in OHS communication and consultative processes
BSBOHS303B	Contribute to OHS hazard identification and risk assessment
BSBOHS304B	Contribute to OHS hazard control
BSBOHS305B	Contribute to OHS issue resolution
BSBOHS306B	Contribute to implementing emergency prevention activities and response procedures
BSBOHS307B	Participate in OHS investigations

3 elective units must be selected from the elective units listed below.

The remaining **2 elective units** may be selected from the elective units listed below, or any currently endorsed Training Package or accredited course at the same qualification level. If not listed below, **1 unit** may be selected from a Certificate II qualification and **1 unit** from a Certificate IV qualification.

Customer Service

BSBCUS301A Deliver and monitor a service to customers

Diversity

BSBDIV301A Work effectively with diversity

Financial Administration

BSBFIA301A Maintain financial records

General Administration

BSBADM311A Maintain business resources

Information Management

BSBINM301A Organise workplace information

BSBINM302A Utilise a knowledge management system

Innovation

BSBINN201A Contribute to workplace innovation

Interpersonal Communication

BSBCMM301A Process customer complaints

IT Use

BSBITU306A Design and produce business documents

Product Skills and Advice

BSBPRO301A Recommend products and services

Sustainability

BSBSUS301A Implement and monitor environmentally sustainable work practices

Workplace Effectiveness

BSBWOR301A Organise personal work priorities and development

BSBWOR401A Establish effective workplace relationships

Writing

BSBWRT301A Write simple documents

Imported Units

HLTFA402B Apply advanced first aid

HLTFA403A Manage first aid in the workplace