

Your Ticket to an Exciting Industry

Certificate III in Tourism (Retail Travel Sales)

SIT30207



The Certificate III in Tourism (Retail Travel and Sales) course will prepare you for work in the fast-paced travel and tourism industry. This qualification provides you with the required 'know how' to become competent in a range of retail travel sales and operational skills.

Individuals with this qualification are able to work in the retail travel sector, covering all types of retailers, including those that specialise in leisure, corporate, domestic and international sales.

Course includes: This course consists of 22 units (16 core units and 6 electives from the SIT30207 package).

Please note: To achieve a specialisation in international travel, the following three elective units must be completed:

- Source and provide international destination information and advice SITTTSL003A
- Construct normal international airfares SITTTSL013A
- Construct promotional international airfares SITTTSL014A

| Core Units (Compulsory) | Unit Code |
|--|-------------|
| ■ Develop and update tourism industry knowledge | SITTIND001A |
| ■ Provide visitor information | SITXCCS001B |
| ■ Operate an online information system | SITTTSL001A |
| ■ Access and interpret product information | SITTTSL002A |
| ■ Source and provide Australian destination information and advice | SITTTSL004A |
| ■ Sell tourism products and services | SITTTSL005A |
| ■ Prepare quotations | SITTTSL006A |
| ■ Book and coordinate supplier services | SITTTSL008A |
| ■ Process travel-related documentation | SITTTSL009A |
| ■ Control reservations or operations using a computerised system | SITTTSL010A |
| ■ Perform office procedures | SITXADM001A |
| ■ Work with colleagues and customers | SITXCOM001A |
| ■ Work in a socially diverse environment | SITXCOM002A |
| ■ Communicate on the telephone | SITXCOM004A |
| ■ Follow health, safety and security procedures | SITXOHS001B |
| ■ Use business technology | BSBWOR204A |
| ■ Design and produce business documents | BSBITU306A |

Outcome: Certificate III in Tourism (Retail Travel Sales).

Recognition: You can receive recognition for your previous study, work experience and existing skills. This may mean credit is given towards this qualification. Any identified training gaps can be addressed through individual coaching and/or participation in workshops.

When: You can enrol and start at any time. We will work with you to determine a training and assessment plan that best suits your needs.

Where: At your workplace, or workshops are available at the Burnie, Devonport, Launceston or Hobart training facility.

Cost: \$2,800 per person. Plus \$300 additional fee for international specialisation units. Fees are inclusive of workshops, workplace visits, coaching, assessment, text books and learning materials. Government funding is available for eligible employees – please ask us for more information.

For further information please contact:

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The Total Training Package
1300 655 307