Skills Set Register

Updated by PMC on 16/01/2025

The University has two types of Skills Sets, Nationally Endorsed and Locally Approved – both types of skills sets should be recorded on the Skills Set Register and not on Schedule 5.1.

Nationally Endorsed Skill Sets

Skill sets are *single units or combinations of units of competency from a training package which link to a licensing or regulatory requirement, or defined industry need.* They are not qualifications, but are a way of publicly identifying on a Statement of Attainment, groupings of units of competency which meet an identified need or industry outcome.

Nationally Endorsed Skill Sets are recognised throughout Australia and are listed within each Training Package. These Skill Sets are eligible for government funding.

Locally Approved Skill Sets

Locally Approved Skill Sets are developed for either of the following reasons:

- To meet a clearly defined local industry requirement

- To have a specific statement included on a Statement of Attainment identifying the units as meeting the requirements for a particular purpose

Locally Approved Skill Sets are not eligible for government funding which means that students would be enrolled as full fee paying. These Skill Sets are not recognised as Skill Sets outside of the University.

Skills Set Register

Updated by PMC on 16/01/2025

Current Skill Sets – on scope and have a status of current

Skill Sets Reg Number	Skill Sets Title	Training Package Code	Training Package Title	Statement of Attainment wording	Units in Skill Set	Approved Vet Curriculum & Quality Committee
20/1	HLTSS00065 Infection control Skill Set (Retail)	HLT	Health Training	This unit of competency from the HLT Health Training Package provides a set of skills for implementing infection control policies and procedures in a retail workplace. (National Skill Set Code: HLTSS00065)	HLTINFCOV001	16/9/2020
20/2	HLTSS00066 Infection control Skill Set (Food Handling)	HLT	Health Training	This unit of competency from the HLT Health Training Package provides a set of skills for implementing infection control policies and procedures in a food handling workplace. (National Skill Set Code: HLTSS00066)	HLTINFCOV001	16/9/2020
20/3	HLTSS00067 Infection control Skill Set (Transport and Logistics)	HLT	Health Training	This unit of competency from the HLT Health Training Package provides a set of skills for implementing infection control policies and procedures in a transport and logistics workplace. (National Skill Set Code: HLTSS00067)	HLTINFCOV001	16/9/2020
20/4	BSBSS00095 Cross-Sector Infection Control Skill Set.	BSB	Business Services	This unit of competency from the BSB Business Services Training Package provides the skills and knowledge required to follow infection prevention and control procedures in the workplace. (National Skill Set Code: BSBSS00095)	BSBWHS332X	13/11/2020

Skill Sets Reg Number	Skill Sets Title	Training Package Code	Training Package Title	Statement of Attainment wording	Units in Skill Set	Approved Vet Curriculum & Quality Committee
	CHCSS00088 Induction	CHC	Community Services	These competencies from the CHC Community Services Training Package and HLT Health Training Package meet industry requirements for induction into health and community services work.	CHCCOM00C CHCDIV001 HLTWHS002 HLTWHS006	31/05/2021
21/01	AHCSS00074 Agricultural Chemical Skill Set	AHC	Agriculture, Horticulture and Conservation	These competencies from the AHC Agriculture, Horticulture and Conservation and Land Management Training Package meet state/territory licensing requirements for the application of agricultural chemicals.	AHCCHM304 AHCCHM307	17/2/2021 (Approved by Memo)
	CHCSS00114 Entry into Care Roles Skill Set	CHC	Community Services	These units of competency from HLT Health and CHC Community Services Training Packages meet industry requirements for basic entry level care in aged care and disability support contexts.	CHCCCS015 HLTINF006 HLTWHS002	02/06/2021
	SITSS00050 Food handling	SIT	Tourism, Travel and Hospitality	This unit of competency from the SIT Tourism, Travel and Hospitality Training Package provides a set of skills to work hygienically when handling food.	SITXFSA001	31/05/2021
21/05	CHCSS00114 Entry into Care Roles Skill Set	CHC	Community Services	These units of competency from HLT Health and CHC Community Services Training Packages meet industry requirements for basic entry level care in aged care and disability support contexts.	HLTINF001 CHCCCS015 HLTWHS002	

Skill Sets Reg Number	Skill Sets Title	Training Package Code	Training Package Title	Statement of Attainment wording	Units in Skill Set	Approved Vet Curriculum & Quality Committee
	BSBSS00103 New Business Ventures Skill Set	BSB	Business Services Training Package	These units of competency from the BSB Business Services Training Package meet industry requirements for establishing a new business venture generating self-employment, or for an existing organisation	BSBESB301 BSBESB302 BSBESB303 BSBESB304	06/12/2024
	BSBSS00104 Small Business Management Skill Set	BSB	Business Services Training Package	These units of competency from the BSB Business Services Training Package meet industry requirements for small business management.	BSBESB401 BSBESB403 BSBESB405 BSBESB407	09/12/2024
	BSBSS00107 Marketing and Communication Foundations Skill Set	BSB	Business Services Training Package	These units of competency from the BSB Business Services Training Package meet industry requirements for and individual who supports marketing and communications in an organisation.	BSBCMM411 BSBCRT412 BSBMKG435 BSBMKG433 BSBMKG439 BSBWRT411	17/10/2024

Skill Sets Reg Number	Skill Sets Title	Training Package Code	Training Package Title	Statement of Attainment wording	Units in Skill Set	Approved Vet Curriculum & Quality Committee
	BSBSS00113 Digital Business Administration Skill Set	BSB	Business Services Training Package	These units of competency from the BSB Business Services Training Package meet industry requirements for an individual who is required to use technology in business administration roles.	BSBTEC401 BSBTEC402 BEBTES404 BSBTEC403	06/12/2024
	SITSS00068 Food Handling Skill Set	SIT	Tourism, Travel and Hospitality	This unit of competency from the SIT Tourism, Travel and Hospitality Training Package provides a set of skills to work hygienically when handling food.	SITXFSA005	17/10/2024
	SITSS00069 Food Safety Supervision Skill Set	SIT	Tourism, Travel and Hospitality	These units of competency from the SIT Tourism, Travel and Hospitality Training Package provide a set of skills to work hygienically when handling food and supervising the safety of food during its storage, preparation, display, service and disposal.	SITXFSA005 SITXFSA006	14/10/2024
	SITSS00078 Customer Services	SIT	Tourism, Travel and Hospitality	These units of competency from the SIT Tourism, Travel and Hospitality Training Package provide a set of skills to communicate effectively with and provide quality service to both internal and external customers.	SITXCCS014 SITXCOM007	29/11/2024
	SITSS00080 Espresso Machine Operation	SIT	Tourism, Travel and Hospitality	These units of competency from the SIT Tourism, Travel and Hospitality Training Package provide a set of skills to prepare and sell espresso coffee beverages.	SITXFSA005 SITXCCS014 SITHFAB025	09/12/2024

Non-Current Skill Sets – skills sets that have been on scope and are no longer current

Skill Sets Reg Number	Skill Sets Title	Training Package Code	Training Package Title	Statement of Attainment wording	Units in Skill Set	Approved Curriculum Committee	Approved Academic Board
10/1	Enterprise Trainer Skill Set	TAA04	Training and Assessment Training Package	These competencies from TAA04, the Training and Assessment Training Package meet industry requirements for enterprise trainers.	TAADEL301C BSBCMM401A	30/4/2010	19/5/2010
10/2	Assessor Skill Set	TAA04	Training and Assessment Training Package	The competencies from TAA04, the Training and Assessment Training Package when used with relevant vocational competencies, meet industry requirements for assessors.	TAAASS401C TAAASS402C TAAASS404B	30/4/2010	19/5/2010
10/3	Installer of Grid Connected Photovoltaic Systems	UEE07	Electrotechnology Training Package	This Skill Set from the UEE07 Electrotechnology Training Package meets the industry requirements for Installer of Grid Connected Photovoltaic Systems.	UEENEEK025C UEENEEK048A UEENEEG071C	30/4/2010	19/5/2010
10/4	Animal Welfare Officer Skill Set	MTM07	Australian Meat Industry Training Package	This Skill Set from the Australian Meat Industry Training Package meets the industry requirements for managing animal welfare in an Australian meat processing plant.	MTMP2006A MTMMP84C	CR13/07/2010	11/08/2010

Skill Sets Reg Number	Skill Sets Title	Training Package Code	Training Package Title	Statement of Attainment wording	Units in Skill Set	Approved Curriculum Committee	Approved Academic Board
10/5	Animal Handler/Drover Skill Set (Meat Processing Sector)	-	-	This Skills Set from the Australian Meat Industry Training Package meets the industry requirements to manage and handle animals in an Australian meat processing plant.	MTMMP4C MTMP2002B MTMP2004A MTMP2005A	CR13/07/2010	11/08/2010
11/1	Foundation Studies for Business Skill Set	-	-	This Skill Set from the Business Services Training Package meets the University of Ballarat's pre-requisite Business skills for first year study of the Bachelor of Business.	BSBWOR404A BSBADM407B	8/06/2011	29/06/2011
11/2	Foundation Studies for Information Technology	-	-	This Skill Set from the Information and Communications Training Package, meets the University of Ballarat's pre-requisite foundation Business skills for first year study of the Bachelor of Information Technology.	ICAB4224B ICAB4225B ICAU3126A ICAW4214B	8/06/2011	29/06/2011
13/1	Sustainable Practice Skill Set	TAE10	Training and Education	These units from TAE10 Training and Education Training Package meet industry requirements for those engaged in developing green skills in the VET sector.	TAESUS501A TAESUS502A	6/03/2013	27/03/2013
21/02	CHCSS00058 Education support work skill set	CHC	Community Services	This skill set meets the industry requirements for commencing work in an education support context.	CHCEDS001 CHCEDS002 CHCEDS003 CHCEDS021 CHCEDS023	21/08/2013	11/09/2013

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Skill Sets Reg Number	Skill Sets Title	Training Package Code	Training Package Title	Statement of Attainment wording	Units in Skill Set	Approved Curriculum Committee	Approved Academic Board
20/5	HLTSS00064 Infection control Skill Set.	HLT	Health	This unit of competency from the HLT Health Training Package provides a set of skills for implementing infection control policies and procedures in the workplace. (National Skill Set Code: HLTSS00064)	HLTINF001	13/11/2020	11/09/2013
21/03	CHCSS00113 Crisis Support Skill Set	CHC	Community Services	These competencies from the CHC Community Services Training Package meet industry requirements for people providing support to people in crisis.	CHCCCS019 CHCCCS028 CHCCCS003		
21/04	FBPSS00004 Food Safety Auditor Skill Set	FBP	Food, Beverage and Pharmaceutical	These competencies from the FBP Food, Beverage and Pharmaceutical Training Package, meet the requirements for a food safety auditor who audits low risk food preparation and processing sites.	FBPAUD4001 FBPAUD4002 FBPAUD4003 FBPAUD4004		
21/04	FBPSS00004 Food Safety Auditor Skill Set	FBP	Food, Beverage and Pharmaceutical	These competencies from the FBP Food, Beverage and Pharmaceutical Training Package, meet the requirements for a food safety auditor who audits low risk food preparation and processing sites.	FBPAUD4001 FBPAUD4002 FBPAUD4003 FBPAUD4004		
	SITSS00050 Food handling	SIT	Tourism, Travel and Hospitality	This unit of competency from the SIT Tourism, Travel and Hospitality Training Package provides a set of skills to work hygienically when handling food.	SITXFSA001	31/05/2021	

Skill Sets Reg Number	Skill Sets Title	Training Package Code	Training Package Title	Statement of Attainment wording	Units in Skill Set	Approved Curriculum Committee	Approved Academic Board
13/4	Restricted – Disconnection/reconnection of fixed wired low voltage appliances.	UEE11	Electrotechnology	This Skill Set from the UEE11 Electrotechnology Training Package meets the industry requirements for Restricted Electrical Licence - Disconnection/reconnection of fixed wired low voltage appliances. (National Skill Set Code: UEESS00093)	UEENEE101A UEENEEP010A	21/08/2013	11/09/2013
13/5	Restricted – Disconnection/reconnection of fixed wired low voltage water heaters.	UEE11	Electrotechnology	This Skill Set from the UEE11 Electrotechnology Training Package meets the industry requirements for Restricted Electrical Licence - Disconnection/reconnection of fixed wired low voltage water heaters. (National Skill Set Code: UEESS00096)	UEENEE101A UEENEEP014A	21/08/2013	11/09/2013
13/6	Restricted – Disconnection/reconnection of fixed wired low voltage composite appliances.	UEE11	Electrotechnology	This Skill Set from the UEE11 Electrotechnology Training Package meets the industry requirements for Restricted Electrical Licence - Disconnection/reconnection of fixed wired low voltage composite appliances. (National Skill Set Code: UEESS00097)	UEENEEE101A UEENEEP012A	21/08/2013	11/09/2013
13/7	Restricted – Electrical safety testing of electrical cord assemblies and cord connected applicances/equipment.	UEE11	Electrotechnology	This Skill Set from the UEE11 Electrotechnology Training Package meets the industry requirements for Electrical safety testing of electrical cord connected equipment and cord assemblies. (National Skill Set Code: UEESS00098)	UEENEEE101A UEENEEP026A	21/08/2013	11/09/2013

Skills Set Register

Skill Sets Reg Number	Skill Sets Title	Training Package Code	Training Package Title	Statement of Attainment wording	Units in Skill Set	Approved Curriculum Committee	Approved Academic Board
13/8	Restricted – Disconnection / reconnection of fixed wired low voltage motors	UEE11	Electrotechnology	This Skill Set from the UEE11 Electrotechnology Training Package meets the industry requirements for Restricted Electrical Licence - Disconnection/ reconnection of fixed wired low voltage motors. (National Skill Set Code UEESS00095).	UEESS00095	21/08/2013	17/10/2013
13/9	Restricted – Disconnection / reconnection of fixed wired low voltage control devices	UEE11	Electrotechnology	This Skill Set from the UEE11 Electrotechnology Training Package meets the industry requirements for Restricted Electrical Licence - Disconnection/ reconnection of fixed wired low voltage control devices. (National Skill Set Code: UEESS00094)	UEESS00094	21/08/2013	17/10/2013
13/10	Restricted – Disconnection / reconnection of fixed wired low voltage appliances	UEE11	Electrotechnology	This Skill Set from the UEE11 Electrotechnology Training Package meets the industry requirements for Restricted Electrical Licence - Disconnection/ reconnection of fixed wired low voltage appliances. (National Skill Set Code: UEESS00093)	UEESS00093	21/08/2013	17/10/2013
13/11	Restricted – Disconnection / reconnection of fixed wired low voltage water heaters	UEE11	Electrotechnology	This Skill Set from the UEE11 Electrotechnology Training Package meets the industry requirements for Restricted Electrical Licence - Disconnection/ reconnection of fixed wired low voltage water heaters. (National Skill Set Code: UEESS00096)	UEESS00096	21/08/2013	17/10/2013
13/12	Restricted – Disconnection / reconnection of fixed wire low voltage composite appliances	UEE11	Electrotechnology	This Skill Set from the UEE11 Electrotechnology Training Package meets the industry requirements for Restricted Electrical Licence - Disconnection/ reconnection of fixed wired low voltage composite appliances.	UEESS00097	21/08/2013	17/10/2013

Skill Sets Reg Number	Skill Sets Title	Training Package Code	Training Package Title	Statement of Attainment wording	Units in Skill Set	Approved Curriculum Committee	Approved Academic Board
13/13	Restricted – Electrical safety testing of electrical cord connected equipment and cord assemblies	UEE11	Electrotechnology	This Skill Set from the UEE11 Electrotechnology Training Package meets the industry requirements for Electrical safety testing of electrical cord connected equipment and cord assemblies. (National Skill Set Code: UEESS00098)	UEESS00098	21/08/2013	17/10/2013
13/13	Restricted – Electrical safety testing of electrical cord connected equipment and cord assemblies	UEE11	Electrotechnology	This Skill Set from the UEE11 Electrotechnology Training Package meets the industry requirements for Electrical safety testing of electrical cord connected equipment and cord assemblies. (National Skill Set Code: UEESS00098)	UEESS00098	21/08/2013	17/10/2013