

StateWide Industry Training

A Division of OCTEC Inc

LOCATION CODE

Oberon = OB Orange = O Cowra = CW Parkes = P Forbes = F Mudgee = M Young = Y Bathurst = B West Wylong = WW Condobolin = C Lithgow = L

COURSE CODE

Safe Food Handling = Construction Induction (White Card) = Chain Saw = 1st Aid (Flexi, 2Day, Refresher) = Forklift = Traffic Control Stop & Go =

January 2008							
Week	Monday	Tuesday	Wednesday	Thursday	Friday	Sat	Sun
1		1	2	3	4	5	6
2	7	8	9 OB B	10 B	11 B	12	13
3	14 Y CW	15	16 OR B	17 F L M	18 F	19	20
4	21 CW B	22 M C Y	23 WW M	24 Y P WW	25 C OR	26	27
5	28	29 P C	30 B L	31 P			

General Employee Induction =

Chainsaw Operations

We conduct 3 Day & 4 Day courses and provide Assessment only services in the Operations of Chainsaws. On successful completion of the course you will receive a statement of attainment with accredited units from Certificate II in Horticulture.

February 2008							
Week	Monday	Tuesday	Wednesday	Thursday	Friday	Sat	Sun
1					1	2	3
2	4 Y CW OR Y	5 CW F Y	6 Y OB Y	7 C	8 C	9	10
3	11 L	12 OR OR Y	13 F OR OR M	14 OR B	15 F	16	17
4	18 B M CW	19 M M F	20 M P L	21 OR	22 OR	23	24
5	25 WW L	26 B F CW M	27 F C	28 P Y F	29 P		

Traffic Control stop & Go

This is a 1 day course for participants wishing to have the qualification, recognised by NSW RTA for the control of traffic around road works or other hazards. To participate in this course you must have a minimum of a P2 Drivers Licence plus the OHS General Induction for Construction work (White Card) or be renewing your traffic controllers' card.

March 2008							
Week	Monday	Tuesday	Wednesday	Thursday	Friday	Sat	Sun
1	31 WW M					1	2
2	3 L Y CW	4 L P	5 OB L B	6 L L B C	7 CR L B	8	9
3	10 Y L OR P F	11 Y L B	12 Y L F	13 B Y F	14 B F	15	16
4	17 P P CW B	18 OR P Y	19 P B	20 L	21	22	23
5	24	25 L M WW	26 Y CW	27 Y M CW P	28 M CW	29	30

OH&S General Induction (White Card)

This Qualification is a legislative requirement for all construction workers. This is a concise course on workplace safety and responsibilities in working safely. Essential training for anyone employed for traffic control, worksites or construction sites.

April 2008							
Week	Monday	Tuesday	Wednesday	Thursday	Friday	Sat	Sun
1		1 L WW F	2 OB Y	3	4 CW	5	6
2	7 B Y	8 B OR F	9 B	10 B B F	11 F	12	13
3	14 OR L	15 O	16 L	17 WW CW	18 WW	19	20
4	21 Y OR F	22 F P M	23 F	24 P F B M	25	26	27
5	28 OR	29 C	30 M OB WW				

Forklift Operations

This course is for people who want to be taught how to operate a forklift. This course will provide participants with training and assessment which if successfully completed will result in Work Cover certification. Participants must be 18 years or older, hold a current drivers licence and be able to bring 100m points of identification including photographic identification on the first day of training.

May 2008							
Week	Monday	Tuesday	Wednesday	Thursday	Friday	Sat	Sun
1				1 CW	2 L Y	3	4
2	5 B OR OR CW	6 OR F P	7 OR	8 OR	9 F	10	11
3	12 OR M P	13 CW B C	14 OR L	15 OR	16 OR C	17	18
4	19 M	20 C Y Y B	21 C Y M	22 P Y CR	23 Y	24	25
5	26 M B	27 C	28 OB	29 P	30	31	

General Employee Induction

This course has been designed to provide employees with the knowledge and understanding of current OH&S law (the Act), OH&S regulations and a code of practice to make their compliance best practice in the workplace. On completion of this training course each employee will have been trained to work safely and to consider the safety of other as they work.

June 2008							
Week	Monday	Tuesday	Wednesday	Thursday	Friday	Sat	Sun
1	30 WW						1
2	2 CW M OR L	3 CW F M	4 B M F	5 F L	6 L Y P	7	8
3	9	10 M F	11 F	12 OR F CW	13 OR F	14	15
4	16 CW Y	17 Y CW B OR	18 CW M	19 CW	20 P L	21	22
5	23 M P WW OR C	24 P M CR	25 M B	26 M B	27 M B	28	29

Safe Food Handling

From the Certificate II in Hospitality THH21802. This VETAB accredited course is a compulsory unit of competency for all people working in the food industry, covering legal obligations, personal hygiene requirements, food handling and food storage and food legislation. This training provides participants with the skills and knowledge required to follow hygiene procedures, which apply in Hospitality and enterprises.

July 2008							
Week	Monday	Tuesday	Wednesday	Thursday	Friday	Sat	Sun
1		1 F Y P	2 B	3 B F	4 CW	5	6
2	7 OR CW	8 L CW CW WW	9 CW	10 CW OR	11	12	13
3	14 Y P B P	15 Y P B	16 P	17 P P L	18	19	20
4	21 P L M	22 L Y	23 L L	24 WW C	25 WW	26	27
5	28 M P B	29 M P L	30 P M	31			

Senior First Aid

2 Day Course, 1Day Flexible delivery (complete a workbook at home prior to your days training) Update (every 3 years) CPR (must update every year). First aid course gives you the opportunity to gain the knowledge and skills to cope with accidents and injuries both at work and in the community. This training is interactive and trains you to do bandaging, CPR and develops the participants' working knowledge about the defibrillation process.



Bathurst Employment Service
95 Rankin St
Ph 02 6332 1527



Cowra Employment Service
39 Macquarie St
Ph 02 6341 1041



Condobolin Employment Service
18 William St
Ph 02 6895 3653

Forbes Employment Service
100 Rankin St
Ph 02 6851 6966



Lithgow Employment Service
162 Mort St
Ph 02 6352 3626



Mudgee Employment Service
Town Hall Arcade
Ph 02 6372 4428



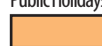
Orange Employment Service
247 Anson St
Ph 02 6362 8169

Parkes Employment Service
206 Clarinda St
Ph 02 6862 5485

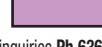


Young Employment Service
61 Boorowa St
Ph 02 6382 5098

Public Holidays



Weekend



for inquiries Ph 63627973
or e-mail
coursebookings@octec.org.au