

NEW ZEALAND CERTIFICATE

IN STUDY AND CAREER PREPARATION

15 Week Course

LEARN TO EARN



COMMERCIAL TRANSPORT
LEVEL 3

FEES FREE AND STUDENT LOANS AVAILABLE TO ELIGIBLE PARTICIPANTS

www.amsgroup.co.nz | 0800 AMS GROUP





COMMERCIAL TRANSPORT (LEVEL 3)

This qualification is for people intending to pursue focused development in the skills, capabilities, knowledge and attributes needed to enter an industry where both light and heavy transport assets are used and to further progress onto the larger vehicle assets at the higher licence Class levels.

DURATION

This course is run full-time for 15 weeks where you will spend 4 to 5 days each week participating in classroom training, self-directed study, industry site visits and work experience.

COURSE DATES

For up to date course dates check out the Course Schedule on our website.

EDUCATION PATHWAY

This qualification builds on broad qualifications at NZQF Levels 1 and/or 2, including the National Certificate of Educational Achievement (NCEA) Levels 1 [Ref: 0928] and/or 2 [Ref: 0973]. Holders of this qualification will be able to progress to further study or training related to the context of their study, i.e. transport, at NZQF Levels 3 and above, including the New Zealand Certificate in Study and Career Preparation (Level 4).

EMPLOYMENT PATHWAY

Graduates of this certificate may have enhanced opportunities in employment and professions associated with the context of their programme, i.e. transport.

DELIVERY

This practical course is led by industry-experienced Trainers and gives the necessary skills and knowledge to safely work in a range of roles associated with the transport industry and those other industries in which transport assets are employed.

COURSE LOCATIONS



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To register call us
on **0800 267 476** or
visit **www.amsgroup.co.nz**

UNIT STANDARDS

COMPULSORY COURSES

Unit No	Course Title	Compulsory or Elective	Credit	Level
Course 1 – Maintain Safety and Wellbeing in a Transport Workplace				
17592	Identify the causes of back injury and methods to prevent back injury in the workplace	C	4	3
17593	Apply safe work practices in the workplace	C	4	2
17459	Demonstrate and apply knowledge of safe manual handling practices in the workplace	C	3	3
Course 2 – Effectively Communicate for Working in a Transport Workplace				
10791	Participate in an informal meeting	C	3	2
11097	Listen actively to gain information in an interactive situation	C	3	3
1312	Give oral instructions in the workplace	C	3	3
1304	Communicate with people from other cultures	C	2	3
9677	Communicate in a team or group which has an objective	C	3	2
Course 3 – Manage Personal Career Opportunities				
4251	Plan a career pathway	C	3	3
4252	Produce a personal targeted CV (curriculum vitae)	C	2	2

**LEARN
TO EARN**

REGISTER FOR OUR NEXT INTAKE NOW!

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OPTIONAL COURSE

COURSE 4 - HEAVY TRANSPORT SKILLS

Unit No	Course Title	Compulsory or Elective	Credit	Level
10851	Operate a powered industrial lift truck (forklift)	E	7	3
24089	Demonstrate knowledge of fatigue management, work time, and driver logbook requirements	E	5	3
15158	Carry out pre-drive vehicle checks on a heavy motor vehicle, start it up, and shut it down	E	4	3
17574	Operate a rigid vehicle to meet the requirements for a full Class 2 driver licence	E	7	3
18496	Demonstrate knowledge and skills for driving a forklift on a road for endorsement F (forklifts)	E	2	3
16718	Demonstrate and apply knowledge of law and practice for the transport of Dangerous Goods by road	E	5	3

COURSE 4 - LIGHT TRANSPORT SKILLS

Unit No	Course Title	Compulsory or Elective	Credit	Level
10851	Operate a powered industrial lift truck (forklift)	E	7	3
24089	Demonstrate knowledge of fatigue management, work time, and driver logbook requirements	E	5	3
17676	Carry out pre-drive vehicle checks on a light motor vehicle, and start and shut down the vehicle	E	3	2
3462	Demonstrate knowledge of traffic law for the purpose of safe driving	E	3	2
3465	Describe driving hazards and crash risk reduction strategies and response to driving hazards	E	3	2
3466	Apply risk reduction techniques and strategies while driving	E	4	3
16718	Demonstrate and apply knowledge of law and practice for the transport of Dangerous Goods by road	E	5	3

FREQUENTLY ASKED QUESTIONS

HOW DO I APPLY?

Register your interest online through our website or call **0800 267 476**.

Your information will be forwarded to our Programme Administrators who will contact you with further details.

WHEN IS THE COURSE ON?

For up to date course dates check out the Course Schedule on our website

WHERE IS THE COURSE HELD?

In most main centres at AMS Group branches or as advertised on our Course Schedule on our website.

WHAT QUALIFICATIONS WILL I GAIN FROM THIS COURSE?

Heavy Transport Learners will gain their Class 2 licence, Dangerous Goods Endorsement, Forklift Endorsement, Logbook and Forklift Operators Certificate.

Light Transport Learners will gain their Full Class 1 or Restricted Licence, Forklift Operators Certificate, Dangerous Goods and Logbook, however, **will not** gain their Forklift Endorsement

WHAT WILL HAPPEN IF I'M ON A BENEFIT?

Changes could apply to your benefit. We advise you to contact MSD - **0800 559 009**.

If your benefit ceases, you may be eligible for Student Allowance and/or Course Fee's through Studylink – **0800 88 99 00** or www.studylink.govt.nz.

HAVE MORE QUESTIONS?

Call us on **0800 267 476** or visit **www.amsgroup.co.nz**

CAN I WITHDRAW AFTER THE START OF THE COURSE?

Yes, but penalties can apply in certain circumstances. It would pay to check with your Tutor or the Programme Coordinator, before withdrawing.

HOW LONG IS THE COURSE?

The course is full-time for 15 weeks.

DO I NEED TO HAVE A FULL LICENCE?

This will depend on the optional course you wish to enrol in.

You will need to have held a minimum of:

- ▼ A Class 1 Learner Licence for a period of 6 months or a Restricted Licence for a period of 18 months before you can enter the Light transport Course; or
- ▼ A full NZ Class 1 Licence for a minimum of 6 months before you can enter the Heavy Transport course.

If you have not held the appropriate licence for the minimum required periods you can enrol on a later intake by registering your interest with us.

CAN I GET A STUDENT LOAN FOR THIS COURSE?

Yes, this course is approved by NZQA and student loan funding is available.

To apply visit the Studylink website at www.studylink.govt.nz.

WHAT IF I WANT TO DO MORE TRUCK LICENCES?

You can only enrol in this programme once. If you wish to do more licences, these will have to be arranged separately. It is suggested that you discuss the further options available to you with your Tutor or the Programme Coordinator.

APPLICATION PROCESS

1

REGISTRATION

- ▼ Register your interest online through our website or call us on **0800 267 476**.

2

INTERVIEW

- ▼ Our Programme Administrators will then contact you to arrange an interview time.
- ▼ This provides us with the opportunity to inform you about the course fully.
- ▼ We ask that you bring your Birth Certificate or Passport, Drivers Licence, IRD No. and Bank Account details with you.

3

ENROLMENT

- ▼ If after the Interview you wish to enrol on the course, you will be provided with an Enrolment Form and additional documents for completion.

4

APPLY FOR FEES FREE OR A STUDENT LOAN

- ▼ Once you have been accepted onto the course, you will need to check your eligibility for fee-frees - www.feesfree.govt.nz. You will need your National Student Number (NSN) to do this. If you do not have your NSN our Programme Administrators can assist you.
- ▼ If you do not agree with the fees free outcome you can appeal - feesfreereview@tec.govt.nz.
- ▼ If you are not eligible for fees free, you will need to apply for a student loan with Studylink - www.studylink.govt.nz. If you can't apply online, call Studylink on **0800 88 99 00**.

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COURSE CONFIRMATION

- ▼ Once we have confirmed your acceptance, a confirmation letter with the details of your delivery location, start date and start time will be emailed or sent to you via post.