



## CPP30321 - Certificate III in **Cleaning Operations**



Alffie's CPP30321 - Certificate III in Cleaning Operations prepares participants for a variety of roles in a range of general residential and commercial settings as well as specialist cleaning environments, such as hospitals, schools, hotels and clubs.

Throughout this course, Alffie's friendly team will assist participants in developing the skills and knowledge that will enable them to select, prepare and use appropriate cleaning methods for a range of cleaning situations while ensuring safe work practices.

This course will assist participants in WFA, DES, TTW and PN in progressing towards sustainable employment by either studying full-time for 26 weeks or completing their qualification. This course has been designed to fast track the participant's personal and professional development, providing a clear pathway to employment opportunities meeting compliance requirements. This course is Services Australia approved. Code: 7P089.

### From training.gov.au

This qualification reflects the role of cleaners responsible for undertaking a range of routine and non-routine tasks according to work schedules, liaising with clients and in some cases members of the public and operating in a range of general residential and commercial settings as well as specialist cleaning environments.

The cleaner may work alone, with or without supervision, and has responsibility for selecting, preparing and using appropriate cleaning methods for a range of cleaning situations while ensuring safe work practices.

### Course information

#### Course duration

Total 873 hours

- Semester 1: 395 hours
- Semester 2: 398 hours

#### Work placement

80 hours

#### Important note

Enrolment will be valid for up to 12 months.

This course is delivered online through written and audiovisual lesson material and interactive assessment activities. It also requires practical work placement with a cleaning company, giving participants the real-world skills needed to work in the industry. Prior to work placement, participants will need to obtain a National Police Check and, depending on their placement, they may also require a Working with Children Check.

To achieve this qualification, participants must complete 80 hours of work placement as detailed in the Assessment Requirements of the units of competency.

**Please note**, Alffie will assist with the work placement process but does not guarantee practical placement.

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## Units of competency

### Semester 1

- BSBPEF301 - Organise personal work priorities
- BSBWHS211 - Contribute to the health and safety of self and others
- BSBOPS201 - Work effectively in business environments
- BSBOPS304 - Deliver and monitor a service to customers
- CPPCLO3100\* - Maintain cleaning storage areas
- BSBWHS332X\* - Apply infection prevention and control procedures to own work activities
- FSKLRG006\* - Participate in work placement

### Semester 2

- CPPCLO3102\* - Clean hard floors
- CPPCLO3105\* - Clean glass surfaces
- CPPCLO3103\* - Clean and maintain amenities
- CPPCLO3111\* - Clean rooms, furniture and fittings
- CPPCLO3113\* - Clean food-handling areas and equipment
- CPPCLO3101\* - Clean carpeted floors
- HLTINFCOV001\* - Comply with infection prevention and control policies and procedures

\*Participation in work placement is a compulsory requirement of these units.

## Entry requirements

It is a government requirement that all participants undertaking Nationally Recognised Training in Australia have a unique student identifier (USI). To begin this course, participants will need a USI.

For more information on USIs, go to: [www.usi.gov.au](http://www.usi.gov.au)

In addition to a USI, to begin and complete this course, participants will need:

- Regular access to a computer, tablet or smartphone (note: there may be activities in the course that need to be completed using a desktop computer rather than a tablet or smartphone)
- An email address and regular access to a reliable internet connection
- Basic to intermediate computer or digital device skills
- To meet certain language, literacy and numeracy (LLN) requirements and pass a short LLN test
- The ability and willingness to study online lesson material and complete all assessment requirements for each unit of competency
- PDF reader software (e.g. Adobe Acrobat) installed on a computer or the digital device being used to access the course
- The ability to communicate directly with Alffie in English
- The ability to understand and follow detailed instructions given verbally or written in English

## Outcome

All units in this course require work placement. To be issued with a CPP30321 - Certificate III in Cleaning Operations qualification, participants will need to meet all assessment requirements for all units of competency in the course. Please note, in the case that one or some, but not all of the units of competency being completed, a Statement of Attainment can be issued. Examples of job roles this qualification may be relevant to include:

- Commercial Cleaner
- Domestic Cleaner
- Industrial Cleaner
- Residential Cleaner.



Access this course through the Alffie app

