Skills4Work Limited - Gateway Resources

Our distance learning resources are available for individual unit standards and as combination packages that bring together related unit standards that fit easily as one assessment. Each of these includes learning material (that covers all the theory) and an assessment (that has written questions and a workplace practical). In addition to this we have identified where they form part of the relevant Vocational Pathways.

Students work at their own pace with help from their school Gateway coordinator and their workplace supervisor/manager/employer.

Here's how it works:

1. The student reads and understands the learning material then they complete the theory questions (with the help of the coordinator and/or the employer)

2. The student completes their workplace practical assessment in the workplace while being observed by their Workplace Assessor or Verifier.
   Note that the Assessor/Verifier must have experience in that field and be able to sign the student off as being competent (for example this could be a manager, employer, or supervisor)

3. Send the completed assessment back to Skills4Work and our registered assessors will mark it for you (2 re-sits are allowed per assessment). Please allow a maximum of 15 working days for marking

4. We return the marked assessment to you and your school reports the credits to NZQA using our provider code.

The list also has some level 3 units. These units must meet the Consent and Moderation requirements (CMR) and the school must have evidence that they are being met. Therefore, when offering resources at level 3 to schools; we will require confirmation from the school that the workplace environment meets these requirements.

If you wish to purchase level 3 units, you must contact us **prior** to these being taught and assessed to discuss CMR requirements.

Skills4Work can be contacted on 0800 275 455 or customerservices@skills4work.org.nz

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Individual unit standards

Units on the vocational pathways list

Construction & Infrastructure *Manufacturing & Technology* *Primary Industries* *Service Industries* *Social & Community* *Creative Industries*

All prices are GST exclusive.

Standard	Title	Version	Level	Credits	Price (excl GST)	On the Vocational Pathways List					
56	Respond orally to customer enquiries	11	1	2	$85		✓	✓	✓	✓	
62	Maintain personal presentation and a positive attitude in a workplace involving customer contact	10	2	3	$85			✓	✓	✓	✓
167	Practise food safety methods in a food business under supervision	9	2	4	$85				✓		
497	Demonstrate knowledge of workplace health and safety requirements (updated with the new HSWA 2015)	9	1	3	$85	✓	✓	✓	✓	✓	✓
2395	Select, use and care for, engineering hand tools	9	2	4	$85		✓	✓			
2396	Select, use and maintain portable handheld engineering power tools	7	2	4	$85		✓	✓			
9677	Participate in a group/team which has an objective(s)	10	2	3	$85	✓		✓	✓	✓	✓
11941	Establish and maintain positive customer service interactions	8	2	2	$85				✓		
14721	Prepare and apply icings and glazes to bakery products using manual production methods	3	2	6	$103		✓		✓		
14722	Prepare and decorate bakery products using manual production methods	3	2	6	$103		✓		✓		
17593	Apply safe work practices in the workplace	3	2	4	$85	✓	✓	✓	✓	✓	✓
20666	Demonstrate a basic knowledge of contamination hazards and control methods used in a food business	7	2	2	$85		✓	✓	✓		
21907	Demonstrate and apply knowledge of safe welding procedures under supervision	4	2	4	$85		✓	✓			
21911	Demonstrate knowledge of safety on engineering worksites	3	2	2	$85		✓				
23079	Demonstrate knowledge of basic baking ingredients in the baking industry	3	1	2	$85						
17236	Demonstrate knowledge of refrigeration for meat retailing	4	3	4	$103				✓		

Baking Package (Cannot be purchased for the Future Foodies (PNS, New World stores) programme please contact Gary at Education & Industry Solutions))											
29061	Demonstrate knowledge of baking equipment and utilities used in a commercial bakery	1	3	18	$390		✓				
29069	Demonstrate knowledge of and comply with health and safety, and food safety practices in a commercial bakery	1	3				✓				
Note: All units go towards a bakery apprenticeship, this product includes a student guide, workplace glossary											
Butchery Package (Cannot be purchased for the Future Foodies (PNS, New World stores) programme please contact Gary at Education & Industry Solutions))											
30046	Apply Food Safety, contamination, and control procedures in a retail or wholesale meat operation.	2	3	22	$390		✓				
33405	Describe the requirements of a food control plan as applicable to a retail or wholesale meat operation.	1	3				✓				
33406	Demonstrate knowledge of health and safety requirements in a retail or wholesale butchery.	1	3				✓				
Note: All units go towards a bakery apprenticeship, this product includes a student guide, workplace glossary											
Retail Package (Cannot be purchased for the Future Foodies (PNS, New World stores) programme please contact Gary at Education & Industry Solutions))											
62	Maintain personal presentation and a positive attitude in a workplace involving customer contact	9	2	18	$524				✓		
11978	Maintain housekeeping in a retail environment	5	2						✓		
167	Practise food safety methods in a food business	8	2						✓		
11938	Assist customers to select goods and/or services	6	2						✓		
11971	Use safe work practices in a retail environment under supervision	7	2						✓		
Note: This product includes a student guide, workplace glossary											

Level 3

Standard	Title	Version	Level	Credits	Price (excl GST)
168	**Demonstrate knowledge of food contamination hazards, and control methods used in a food business**	**7**	**3**	**4**	**$105**