

Trainees' guide to meat processing traineeships

What is a meat processing traineeship?

A traineeship in the meat processing industry provides you with:

- a formal qualification that is recognised nationally and highly regarded by employers
- employment in the industry for at least one year
- training in the knowledge and skills required to carry out your job
- a sound understanding of the entire industry, where you fit into it, and background knowledge of hygiene, sanitation, and quality assurance (QA), and safety practices to help you understand more about your job and why you do it.

Training is both on-the-job and off-the-job.

Off-the-job training – teaches you what you need to know, and why you need to know it. It is usually delivered on-site by workplace trainers or a Registered Training Organisation (RTO), such as a TAFE or community college.

On-the-job training – gives you the practical skills to do the job. It is usually delivered by workplace trainers, with assessment by skilled workers from your own work area.

Who can be a trainee?

A trainee is usually a newly recruited employee who can be any age between 15 and 64. There are opportunities in some companies for existing workers (workers who have been employed longer than three months) to become trainees.

At the completion of the program the trainee may have the opportunity to undertake further training in meat processing, meat inspection, QA, laboratory and leadership.

Traineeship features

- Trainees are selected by the employer.
- Employers and trainees enter into a formal training and employment agreement.
- A probationary period of one month is involved.
- The duration of the traineeship will vary.

The certificates in Meat Processing

Traineeships in the meat industry are available for qualifications from levels 2 to 6.

Regardless of the level, all trainees must complete the core units which cover:

- hygiene and sanitation
- communication
- occupational health & safety (OH&S)
- quality assurance (QA)
- introduction to meat processing
- working safely

The level 2, (Certificate II) traineeship covers employment and training in one of the following areas:

- abattoir work
- boning room work
- hide and pelt processing
- operating processing machinery
- packaging of meat products
- dispatch of meat products
- livestock handling
- storage of meat products
- rendering
- smallgoods manufacturing
- meat retailing
- food services.

At level 3 (Certificate III) trainees are employed and undertake training in one of the following streams:

- slaughter floor
- boning room
- rendering
- meat safety
- meat retailing
- smallgoods manufacturing
- food services
- general.

At level 4 (Certificate IV) trainees are employed and undertake training in one of the following streams:

- leadership
- meat safety
- quality assurance (QA)
- general

At levels 5 and 6 (Diploma and Advanced Diploma) trainees are employed and undertake training in management.

Trainee obligations

The trainee is obliged to:

- learn and work to obtain the required skills
- study the training units as set out by the traineeship
- accept instructions and training
- obey any lawful instruction given by the employer or any authorised representative.

Employer obligations

An employer is obliged to provide a trainee with:

- every opportunity to learn the skills required for the job
- the time to attend the compulsory off-the-job training to complete the traineeship
- a healthy and safe working environment and conditions which contribute to the learning
- a work environment free from any form of harassment

For more information about traineeships call MINTRAC on 1800 817 462 or visit our website www.mintrac.com.au