

Qualifications in the Funeral Industry CIII Cemetery and Crematorium Operations

Upgrade the qualifications of your staff / Train your new staff/ why bother training?

- The process is simple – we recognise what you do every day at work, any qualifications that you may have, we identify
- Have you done some training → we can match this to the outcomes of the qualifications!
- Pay increase, job satisfaction, more choice in your career
- Gain a nationally recognised qualification from your industry experience via a combination of RPL and some extra training either on the job or at a College.
- What is Recognition of Prior Learning (RPL) → this is the process that recognises what you have done, already do in the workplace, etc. etc.

How long does this take?

- Depends on the pathway you take but you can take your time. Enrolment fees are annual fees.
- You can undertake this quickly or slowly – do at your own pace....

What short courses can I do?

If you have no formal qualifications you can start by enrolling in a Statement of Attainment in any of the following areas and this will count towards your CIII qualification:

- Work Effectively in the Funeral Industry



We can tailor training for your organisation

We can also package together any other training that you need for your organisation such as your Grounds staff – consider:

- *Grounds Maintenance Package* which would include planting skills, pruning, general grounds care.
- *Basic Construction Package* including skills such as concreting, brickwork and installing metal structures and features.

Completion of these will also count towards your CIII Gravedigging, Grounds and Maintenance qualification.

We will work with you to tailor a program to suit you.

CIII Cemetery and Crematorium Operations - where do you start?

If you have completed any of the following:

- Safe Graves Techniques
- Work Effectively in the Funeral Industry
- CIII Gravedigging, Grounds and Maintenance
- Any in-house training
- Any short courses that relate to the Funeral Industry
- Any industry specific training

To get a CIII Cemetery and Crematorium Operations qualification you need 14 Units of Competence. The following table represents one pathway to completion of the CIII In Cemetery and Crematorium Operations using a combination of Recognition of Prior Learning (RPL), gap training (identify what you have and what you need to complete this training) and the completion of the three Statements of Attainment.



To get a CIII Cemetery and Crematorium Operations qualification you need 13 Units of Competence.

This is one way you can get these Units.

		STATEMENTS OF ATTAINMENT		CIII	OTHER (ONLY ONE BUT THERE ARE OPTIONS)			COMMENTS
		WORK EFFECTIVELY IN THE FUNERAL INDUSTRY	SAFE GRAVE TECHNIQUES	GRAVEDIGGING, GROUNDS AND MAINTENANCE	RECOGNITION OF PRIOR LEARNING	GAP TRAINING	QUALIFICATIONS/ TRAINING	
Core Units - You need to do all 4 of these Units								
SIFIND001A	Work effectively in the funeral services industry	✓		✓				If you already have your CIII Gravedigging, Grounds and Maintenance you will already have these Units – they will count as 4 of the 13 Units.
SIFIND002A	Deal with grief and trauma	✓		✓				
SIFOHS001A	Follow OHS procedures		✓	✓				
SIFCCS001A	Provide service to clients	✓		✓				
<i>Specialist Streams – you can choose to do the Administration (Specialist Stream A), Burials (Specialist Stream B) OR Cremations (Specialist Stream C) Units</i> You have to complete all from either Stream 'A' OR 'B' OR 'C' → Note you can do all three streams if you wish and they will count towards your qualification.								
Specialist Stream 'A': Administration								
BSBRKG303B	Retrieve information from records				✓			Business qualification? Work in the office? Provide some evidence and ✓ this one is done!
SIFBCR008A	Schedule burials or cremations				✓			Business qualification? Work in the office? Work with Funeral Directors? Provide some evidence and ✓ this one is done!
Specialist Stream 'B': Burials								
SIFBCR001A	Coordinate burial site preparation and reinstatement				✓			Business qualification? Work in the office? Work with outdoor staff? Provide some evidence and ✓ this one is done!
SIFMGT002A	Coordinate staff				✓			Business qualification? Work in the office? Manage staff as part of your day to day work? Provide some evidence and ✓ this one is done!



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Specialist Stream 'C': Cremations								
SIFBCR011A	Cremate coffins and caskets				✓			Part of your daily work routine? Provide some evidence and ✓ this one is done!
IF YOU HAVE DONE ALL THE UNITS IN ALL SPECIALIST STREAMS – THEN YOU ONLY NEED 4 MORE TO GET YOUR CIII QUALIFICATION.								
Enough Electives to make up the number to 13 Units. There are many to choose from, some examples are below:								
HLTFA301B	Apply first aid				✓		✓	Senior First Aid? If so, ✓ this one is done!
SIFBCR004A	Bury coffins and caskets						✓	Have you done both Safe Graves and Exhumations? If so, ✓ this one is done!
SIFBCR013A	Coordinate the collection or memorialisation of cremated remains				✓			Part of your daily work routine? Provide some evidence and ✓ this one is done!
SIFBCR015A	Memorialise cremated remains				✓			Part of your daily work routine? Provide some evidence and ✓ this one is done!
SIFBCR026A	Manage lift and reposition or deepen operations			✓				Can be done as part of CIII G, G & M