



# TLI21210 CERTIFICATE II IN DRIVING OPERATIONS ELECTIVE UNITS

## Handling Cargo/Stock

- TLIA1001A Secure cargo
- TLIA2041A Manually sort mail and parcels
- TLIA2042A Despatch mail
- TLIA2043A Consolidate mail
- TLIA2044A Carry out delivery operations
- TLIA2045A Process international parcels and letters
- TLIA2046A Process parcels and letters
- TLIA2047A Stream mail
- SIRPDIS002A Deliver prescription medicines to customers outside the pharmacy

## Equipment Checking and Maintenance

- TLIB2004A Carry out vehicle inspection
- TLIB2079A Set up and secure a towing situation
- TLIB1080A Use, clean and maintain towing equipment
- TLIB2090A Use communication systems in a taxicab

## Vehicle Operation

- TLIC3011A Transport passengers with disabilities
- TLIC2012A Ride courier/delivery motorcycle
- TLIC1013A Ride courier/delivery bicycle
- TLIC3035A Manage the operation of a tow truck
- TLIC2040A Provide wheelchair accessible taxi services to passengers with disabilities
- TLIC2049A Operate heavy vehicle on unsealed roads
- TLIC1051A Operate commercial vehicle

## Load Handling

- TLID2004A Load and unload goods/cargo
- TLID2029A Prepare articles for delivery

## Communication and Calculation

- TLIE1003A Participate in basic workplace communication
- TLIE3004A Prepare workplace documents
- TLIE2008A Process workplace documentation

## Safety Management

- TLIF2006A Apply accident-emergency procedures
- TLIF2019A Ensure a safe on-board passenger and working environment
- TLIF2072A Comply with safety and security procedures



**Route Planning and Navigation**

TLIH3002A Plan and navigate routes

TLIH3004A Identify major roads, services and attractions

**Customer Service**

TLII1002A Apply customer service skills

TLII2019A Provide taxicab customer service

**Quality**

TLIJ2001A Apply quality procedures

**Technology**

TLIK2010A Use infotechnology devices in the workplace

TLIK2003A Apply keyboard skills

**Resource Management**

TLIL2060A Complete induction to the transport industry

LIC Licensing Units TLILIC2014A Licence to drive light rigid vehicle

TLILIC2015A Licence to drive medium rigid vehicle

TLILIC2016A Licence to drive heavy rigid vehicle

**Administration and Finance**

TLIP2030A Conduct courier/delivery cash transactions

TLIP2037A Carry out financial transactions and maintain records

**Security**

TLIO2021A Follow security procedures when working with goods and cargo

**Environment**

TLIU1009A Monitor plant and equipment in an environmentally sustainable manner

