

# FACT SHEET

## Essential Qualifications – Casual Positions



### INTRODUCTION

This fact sheet is intended to provide a general overview of qualifications that are deemed essential for casual positions.

Casual employees are expected to hold the qualifications listed in this document prior to commencement in the position.

Additional VenuesWest specific qualifications may be required following commencement such as warden qualifications – these will be provided by VenuesWest.

### ESSENTIAL QUALIFICATIONS

Essential qualifications for casual positions are detailed in the table below.

POSITION	ESSENTIAL QUALIFICATION/CERTIFICATION
AQUATIC SERVICE OFFICER (LIFEGUARD)	First Aid (HLTAID003) RLSSWA Pool Lifeguard Certificate
AQUATIC SUPERVISOR	Enter and Work in Confined Spaces (RIIWHS202D) First Aid - Aquatics (HLTAID003) LIWA Accreditation Operate and Control Liquefied Chlorine Gas Disinfection or Work Safely With Liquefied Chlorine Gas Certification Pool Operations/Managers Certificate RLSSWA Pool Lifeguard Certificate Self Contained Breathing Apparatus Certificate WA Construction Industry White Card (Work Safely in the Construction Industry) WA Construction Industry White Card (Work Safely in the Construction Industry) Work Safely at Heights (RIIWHS204D)
BACK OF HOUSE RUNNER/STAGE DOOR	
CAFÉ FOOD AND BEVERAGE ATTENDANT	Responsible Service of Alcohol Food Safety - Use hygienic practices for food safety (SITXFSA001)
CATERING EVENT SUPERVISOR	HACCP Food Safety Supervisor Certification Responsible Service of Alcohol
CATERING FOOD AND BEVERAGE ATTENDANT	Responsible Service of Alcohol
CATERING RUNNER/STOREMAN	C Class WA Drivers License Food Safety - Use hygienic practices for food safety (SITXFSA001) Responsible Service of Alcohol

	WA Construction Industry White Card (Work Safely in the Construction Industry)
<b>CATERING SUPERVISOR</b>	Liquor Licensing (51544) and Approved Manager Responsible Service of Alcohol
<b>CHEF/COOK</b>	HACCP Food Safety Supervisor Certification Trade Qualification as a Chef (Level III or IV)
<b>CRECHE ATTENDANT</b>	CPR Certificate (HLTAID001) First Aid in an Education and Care Setting (HLTAID004) WWCC - Working With Children Check
<b>EVENT SAFETY OFFICER</b>	Tertiary level (minimum Certificate IV) qualification in Safety Management. WA Construction Industry White Card (Work Safely in the Construction Industry)
<b>FITNESS INSTRUCTOR</b>	Cert III in Fitness or GEL (Group Exercise Leader) (SIS30315) CPR Certificate (HLTAID001) First Aid (HLTAID003) WWCC - Working With Children Check
<b>FUTSAL REFEREE</b>	CPR Certificate (HLTAID001) First Aid (HLTAID003) WWCC - Working With Children Check Level 1 Referee Certificate (for Qualified positions)
<b>GROUP FITNESS INSTRUCTOR</b>	Cert III in Fitness or GEL (Group Exercise Leader) (SIS30315) CPR Certificate (HLTAID001) First Aid (HLTAID003) Specific Program Group Fitness Certification
<b>GROUP FITNESS TRAINER</b>	Cert III in Fitness or GEL (Group Exercise Leader) (SIS30315) CPR Certificate (HLTAID001) First Aid (HLTAID003)
<b>KIDS GYMNASTICS INSTRUCTOR</b>	CPR Certificate (HLTAID001) First Aid (HLTAID003) WWCC - Working With Children Check
<b>KITCHENHAND</b>	Food Safety - Use hygienic practices for food safety (SITXFSA001)
<b>NETBALL UMPIRE</b>	CPR Certificate (HLTAID001) First Aid (HLTAID003) Level 1 Referee Certificate WWCC - Working With Children Check
<b>PERSONAL TRAINER</b>	Certificate IV in Fitness – Personal Trainer (SIS40221) CPR Certificate (HLTAID001)

	First Aid (HLTAID003)
<b>RIGGER</b>	<p>WA Construction Industry White Card (Work Safely in the Construction Industry)</p> <p>Work Safely at Heights (RIIWH204D)</p> <p>WorkSafe 'License to Perform High Risk Work' for Basic Rigging (RB)</p>
<b>ROPE ACCESS AND RIGGING SPECIALIST</b>	<p>IRATA or SPRAT level 1 Rope Access Technician Certification</p> <p>WA Construction Industry White Card (Work Safely in the Construction Industry)</p> <p>Work Safely at Heights (RIIWH204D)</p> <p>WorkSafe 'License to Perform High Risk Work' for Basic Rigging (RB)</p>
<b>SALES OFFICER</b>	<p>CPR Certificate (HLTAID001)</p> <p>First Aid (HLTAID003)</p>
<b>SENIOR CATERING SUPERVISOR</b>	Liquor Licensing (51544) and Approved Manager Responsible Service of Alcohol
<b>STAGEHAND</b>	<p>WA Construction Industry White Card (Work Safely in the Construction Industry)</p> <p>Work Safely at Heights (RIIWH204D)</p>
<b>SWIMMING INSTRUCTOR</b>	<p>Swim Teacher Certificate</p> <p>CPR Certificate (HLTAID001)</p> <p>First Aid (HLTAID003)</p> <p>WWCC - Working With Children Check</p>
<b>SWIM SCHOOL SUPERVISOR</b>	<p>Swim Teacher Certificate</p> <p>AUSTSWIM Assessor Certificate (AUSTASSESS)</p> <p>CPR Certificate (HLTAID001)</p> <p>First Aid (HLTAID003)</p> <p>WWCC - Working With Children Check</p>
<b>TECHNICAL OPERATOR</b>	WA Construction Industry White Card (Work Safely in the Construction Industry)
<b>VENUE OFFICER</b>	<p>WA Construction Industry White Card (Work Safely in the Construction Industry)</p> <p>Work Safely at Heights (RIIWH204D)</p>
<b>VENUE SUPERVISOR</b>	<p>C Class WA Drivers License</p> <p>Confine Small Workplace Emergencies (PAUWER008B)</p> <p>Lead an Emergency Control Organisation (PUAWER006B)</p> <p>Operate as Part of an Emergency Control Organisation (PUAWER005B)</p>

WA Construction Industry White Card (Work Safely in the Construction Industry)  
Work Safely at Heights (RIIWH5204D)  
WorkSafe 'License to Perform High Risk Work' for Forklift (FL)

## CHILD-RELATED WORK

All positions that engage in child related work (even those not listed in this document) require a Working with Children Check as detailed in the HRM Pre-Employment Screening Procedure. 'Child related work' means that the usual duties of the position involve, or are likely to involve, contact with a child, in connection with one of the categories defined in Section 6 of the *Working with Children (Criminal Record Checking) Act 2004*.

## AUTHORITY AND RELATED DOCUMENTS

- *Working with Children (Criminal Record Checking) Act 2004*
- HRM - Learning and Development Policy
- HRM - Learning and Development Procedure
- HRM - Recruitment, Selection and Appointment Policy
- HRM - Pre-Employment Screening Procedure

## FURTHER INFORMATION

If you require further information please contact People and Culture.

The information contained in this document is intended as a 'guide' only. Reference should be made to the relevant legislation, Commissioner's Instructions and policies for more detail.

