

Safety	Duration	Jan	Feb	Mar	Apr	May	Jun
Safety and Health Representatives Introduction - \$840 *							
Designed for elected Safety and Health Representatives and accredited by WorkSafe WA. The aim of the course is to improve safety and health in Western Australian workplaces.	5 days	11 to 15	8 to 12, 22 to 26	8 to 12, 22 to 26	12 to 16	3 to 7, 17 to 21, 31 to 4	14 to 18, 28 to 2
Safety and Health Representatives Refresher - \$440 *							
Intended for anyone who has completed the five day introductory course and needs to update their skills and level of knowledge.	2 days	(Day One and Five from the 5-day course listed above)					
OHS for Managers and Supervisors - \$295 *							
This course provides an understanding of risk management and duty of care requirements for a safe work environment.	1 day		16	30	27	25	22
JSA/JHA Training - \$195 **							
Are you involved in applying basic risk control processes in your workplace? Learn how to efficiently and effectively perform a Job Safety Analysis (JSA) on any task.	½ day		24		21		30
Fire Training (Use Portable Fire Fighting Equipment) - \$145 **							
Attend the Fire Training and receive hands-on practice with real fire, a portable fire extinguisher and fire blanket.	2 hours	Daily Courses. Morning sessions commence 9.00am. Afternoon sessions commence 12.30pm					
DAMPIER and WICKHAM - \$165 **	2 hours	Monthly - Morning sessions only					
Group Fire Training can also be conducted at your premises or at AVELING (max. 12 per course)							
Basic Chemical Spill Response - \$145**							
Learn how to identify chemicals in the workplace; review a Material Safety Data Sheet; follow chemical response procedures and follow company reporting procedures.	2 hours	20	17	17	14	19	16
Group Spill Response Training can also be conducted at your premises or at AVELING (max. 12 per course)							
Blue/White Card - \$110 ** (BCITF \$50.00 rebate available - conditions apply)							
The Blue/White Card (Work safely in the construction industry) is compulsory for anyone wanting to work in the building and construction industry.	4 hours	Weekly, including Saturdays (also available Online)					
MARCSTA General Safety Induction (Mining) - \$140 **							
A safety and health induction program for organisations contracting to the mining industry.	1 day	Weekly, including Saturdays					
Rio Tinto Inductions							
Rio Tinto HSE and General Site Induction (PERTH)	7 hours	Six days per week (Monday to Saturday)					
Rio Tinto HSE and General Site Induction (DAMPIER and WICKHAM)	7 hours	Weekly					
Lock Holder (PERTH)	4 hours	Six days per week (Monday to Saturday)					
Lock Holder (DAMPIER and WICKHAM)	4 hours	Weekly					
Personal Isolation Officer (PLIO) (PERTH, DAMPIER and WICKHAM)	4 hours	Weekly					
Permit Isolation Officer (PTIO) (PERTH, DAMPIER and WICKHAM)	4 hours	Training on demand					
Ironsafe Standards (PERTH)	4 hours	Fortnightly on Thursday					
Hot Work Permit (DAMPIER and WICKHAM) (PERTH: As requested)	3 hours	Weekly					
Electrical Worker Competency/Arc Flash (PERTH, DAMPIER, WICKHAM)	6 hours	Training on demand					

Leadership and Management	Duration	Jan	Feb	Mar	Apr	May	Jun
Fundamentals of Supervision - \$495 *							
The essential aspects of effective supervision: leading, communicating and getting results are covered in this interactive course.	2 days		8 to 9	4 to 5	8 to 9	6 to 7	3 to 4
Introduction to Project Management - \$595 *							
Designed to provide each participant with the knowledge and skills to plan, organise and manage a workplace project.	2 days				20 to 21		14 to 15
Time Management for Support Staff - \$295 *							
Explore various ideas and strategies to develop effective time management habits and increase personal and professional effectiveness.	1 day			2		10	
Conflict Resolution Skills - \$295*							
This course will demonstrate the process to resolve conflict and enable you to develop effective conflict resolution skills.	1 day			29		14	
The Effective Receptionist - \$195 *							
Receptionists and frontline staff will be provided with the practical skills to present a professional image of the organisation they represent.	half-day		26		22		11
Certificate IV in Training and Assessment - \$2750 *							
Includes the following four Skill Sets:							
Workplace Trainer Skill Set - \$850	3 days		15 to 17			10 to 12	
Workplace Assessor Skill Set - \$650	2 days		18 to 19			13 to 14	
Create a Learning Environment - \$500	2 days			15 to 16			21 to 22
Design, Develop and Plan a Course - \$750	3 days			17 to 19			23 to 25
Certificate III in Occupational Health and Safety - \$1400 *							
Designed to meet the needs of safety and health representatives or anyone involved in the safety of their workplace.	5 days	Attend the 5 day Safety Reps course.					
	3 months	Complete workplace tasks and submit for assessment.					
E-learning							
Blue/White Card - \$90 ** (BCITF \$20.00 rebate available - conditions apply)							
The Blue/White Card (Work safely in the construction industry) is compulsory for anyone wanting to work in the building and construction industry.	4 hours	Logon anywhere anytime - aveling.com.au					
RSA (Responsible Service of Alcohol) \$75 **							
Required in Western Australia for anyone who serves, supplies or sells alcohol.	3 hours	Logon anywhere anytime - aveling.com.au					
Online Course Benefits: <ul style="list-style-type: none"> • Only pay on completion • Log in and out as often as you like • Group Bookings available • Free administration functions such as employee tracking Bookings <ul style="list-style-type: none"> • Phone: +61 8 9379 9999 • Fax: +61 8 9379 9888 • Email: training@aveling.com.au 				General Information: <ul style="list-style-type: none"> *Fees include GST on the catering component only ** Fees GST free Visit our website for: <ul style="list-style-type: none"> • Pre-Course Information (Terms and Conditions) • Course Cancellation policy • Refund and Fee Protection policy 			