

# CPP20218

## Certificate II in Security Operations

**Australian Employment Training Pty Ltd** is a Registered Training Organisation (RTO Provider Code: 22733) registered with the Victorian Registration and Qualifications Authority.

### Course Description

This qualification reflects the role of a security officer, responsible for maintaining safety and security by patrolling, protecting or guarding property while unarmed, and screening entry, monitoring behaviour and removing persons from premises.

- armed guarding
- cash-in-transit
- close protection
- guard dog handling.

This qualification is intended to align with the following occupational licencing outcomes:

- Security Guard
- Crowd Controller

It provides a pathway to further learning and work in various security roles and settings including, but not limited to:

Security officers may work alone or work in a team environment under general supervision, operating with limited autonomy and judgement to complete routine but variable tasks, with some accountability and responsibility for their own outputs, work and learning.

Occupational licencing, legislative, regulatory or certification requirements apply.

### Licensing Requirements – Licensing and Regulation Division of the Victoria Police

#### What is a private security individual licence?

You will require this licence if you intend to perform either of the following private security activities:

- crowd controller
- security guard

#### Private security licence activities:

##### Security Guard

A security guard is a person who is employed or retained to protect, watch or guard any property by any means including:

- by patrolling the property in person
- by monitoring the property via closed circuit television (CCTV), a closed monitoring system, radio or other similar alarm device

##### Unarmed guard

An unarmed guard is a person who is employed or retained to protect, watch or guard any property while unarmed.

##### Crowd Controllers

A crowd controller is a person who is employed or retained to maintain order at any public place by doing any of the following:

- screening entry into a premises
- monitoring or controlling behaviour in a premises
- removing any person from a premises

Crowd controllers may otherwise be engaged in maintaining order in any such place, unless that person is doing nothing more than securing or:

- checking that persons allowed admission
- have paid to be admitted or;
- have invitations or passes allowing for admission.

#### How to submit your application for the licence

LRD website - <https://www.police.vic.gov.au/applying-new-individual-licence-or-registration#how-to-submit-your-application>

- Access the eServices Portal and fill out your application.
- When you submit your application, you will be prompted to print it and send it to the Licensing and Regulation Division along with your supporting documentation via the post.

During this time, you will receive notification in the mail to organise your fee payments, have your photograph taken at an approved VicRoads photo point and have your fingerprints taken (if applicable). *Note:* this does not mean your application has been approved. If your application is refused, you will receive a refund. Upon receipt of your application, the Licensing and Regulation Division will process your application and if approved, will provide you with your plastic licence in the mail.

These evidence requirements are outlined on the next page.

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Website: <a href="http://www.aet.vic.edu.au">www.aet.vic.edu.au</a>		Telephone enquiries: 1300 360 510

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### Additional requirements for:

#### Individual private security licence applicants

You may also need to provide:

- certified statement of results for the training relevant to the activities you are applying to be licensed for (security licence applications only)
- certified National Police Records Check Certificate (security licence applications only)
- certified evidence of a name change
- certified certificate of service if you have been a member of any police force or service in the last 10 years
- certified copy of passport, visa, work entitlement details and criminal history check as provided to Department of Immigration and Border Protection (non-citizens/permanent residents)
- a copy of a medical report from your medical practitioner indicating your suitability to hold a Private Security Licence

### Training qualification requirement:

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To achieve this qualification, competency must be demonstrated in:

- 14 units of competency:
  - 14 core units of competency.

### Mode of Delivery & Course Duration

Delivery of this course will be trainer led and delivered over twenty (20) days of face-to-face training in a classroom setting combined with skills practice and assessment in a simulated workplace environment. This class consists of 20 days:

- 8 hours each day class training
- Plus, an hour (1) - lunch and two tea breaks
- Monday to Friday – 5 days a week
- 8.00 -1700

### Course Commencement Dates

Courses dates and times do vary. Please visit our website to view the current course calendar:

### Unique Student Identifier (USI)

A USI must be supplied to Australian Employment Training upon enrolment and prior to being able to issue a National Recognised Qualification.

### CPP20218 Certificate II in Security Operations

#### Core units

- CPPSEC2101 Apply effective communication skills to maintain security
- CPPSEC2102 Apply legal and procedural requirements to work effectively within a security team
- CPPSEC2103 Apply WHS, emergency response and evacuation procedures to maintain security
- CPPSEC2104 Apply risk assessment to select and carry out response to security risk situations
- CPPSEC2105 Provide quality services to a range of security clients
- CPPSEC2106 Protect self and others using basic defensive techniques
- CPPSEC2107 Patrol premises to monitor property and maintain security
- CPPSEC2108 Screen people, personal effects and items to maintain security
- CPPSEC2109 Monitor and control access and exit of persons and vehicles from premises
- CPPSEC2110 Monitor and control individual and crowd behaviour to maintain security
- CPPSEC2111 Apply security procedures to manage intoxicated persons
- CPPSEC2112 Apply security procedures to remove persons from premises
- CPPSEC2113 Escort and protect persons and valuables
- HLTAID011 Provide First Aid



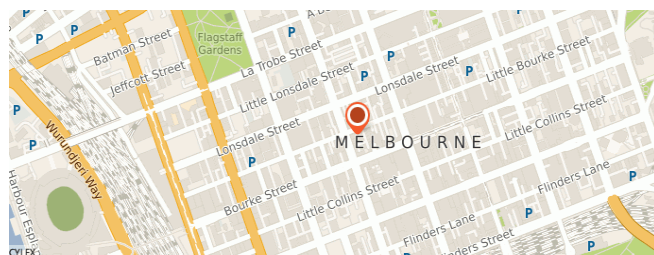
### National recognition

On successfully completing the training and assessment you will be issued a Certificate and Record of Results: – CPP20218 Certificate II in Security Operations

### Course Location

Training is delivered at Australian Employment Training which is located at:

- Suite 2, Level 12/190 Queen Street MELBOURNE VIC 3000



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### How will you be assessed as competent?

Our highly experienced and fully trained personnel will provide students with a hands-on approach in simulated workplace environments to help students understand the concepts they're attempting to learn.

You will be assessed to show that you have achieved the skills and knowledge required by the course training package rules. Assessment may include written, oral or practical assessment methods. You will know in advance about the type of assessment and how it will operate. There is the opportunity for reassessment and appeal, and you will be given this information.

The assessment in support of the unit of competency's requires the learner to complete a written knowledge assessment and then demonstrate their applied knowledge and skills during practical performance assessments usually in the form of role plays simulated in workplace scenarios demonstrating your skills to perform security guard and crowd controller activities.

### Course Materials

Learner training is supported through the provision of quality learning materials and resources. Learners should attend the course in comfortable appropriate work clothing. All equipment and consumables are supplied as part of the course.

### Course Completion

Upon successful completion of this training there is no guarantee of work. Each student must apply for employment and be assessed by the employer.

### Fees and Charges

Information about fees and charges is provided in the Schedule of Fees and Charges which will have been included in your pre-enrolment information package. The Tuition fee is:

– Twenty Day Course - **\$1200.00** per person

Please refer to the Schedule of Fees and Charges as it contains important information about related charges and our refund policy.

### Contact us at:

Phone: 1300 360 510

Website: [www.aet.vic.edu.au](http://www.aet.vic.edu.au)

### Pre-Requisites/Entry Requirements

There are no pre-requisites for this course identified within the industry training package. There are however a number of prerequisites that you must meet:

- be 18 years or older
- have no recorded conviction of a disqualifying offence within the previous 10 years
- satisfactory numeracy and literacy skills

Successful students are required to apply to Licensing Regulation Division (LRD) for a licence upon completion of the course. They are also required to do a fingerprint and police check before applying for a licence. LRD will only issue a licence once all documentation has been received and upon completing due diligence.

Learners seeking enrolment into this qualification must have an appropriate level of written and spoken English suitable for employment within the private security industry.

These levels of written and spoken English are assessed by way of a Pre-Training Review process conducted during the enrolment process.

### Physical capabilities

The physical requirements of a Security Guard need to have the ability to deal with various security threats and challenges and perform physical tasks on a daily basis. For instance: ejecting a person from property who may be causing harm to a person or property/assets; perform first aid; good vision to have a strong sense of observation and quick response to particular situations and the ability to move quickly; and the physical ability to work on your feet for a whole shift patrolling sites or positioned at a gate checking people in and out. Physical fitness is a requirement of this job role.

### Our responsibility for your Training

Australian Employment Training is responsible under the *Education and Training Reform Act 2006* for the quality of the training and assessment being delivered in this course and for the issuance of all AQF certificates.

Please refer to the AET - Learner Handbook for further information on all student rights and obligations. This document must be read in conjunction with the AET - Schedule of Fees & Charges and USI Fact Sheet

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