

VET Programs

Certificate III in Children's Services
Certificate II/III in Hospitality (Operations)
Certificate II/III in Horticulture
Certificate II/III in Business Administration
Certificate II in General Construction
Certificate II Community Services Support Work
Certificate II in Information Technology

Community VCAL

PTEP provides VCAL at 3 locations (Rosebud, Mornington & Hastings) in partnership with local schools. It delivers a program of learning for students to gain a year 11/12 qualification, and focusing on traineeships, apprenticeships or employment.

Online Training

PTEP Offers flexible training options including internet based (Online) delivery. Ask us about our range of online courses with the PTEP Online Training System

Peninsula Training and Employment Program Inc

Registered Training Organisation: 4016

ABN: 22 054 248 124

Rosebud (Head Office)

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Rosebud Victoria 3939

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F 5986 8377

Monday to Friday

9am - 5pm

Mornington

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Mornington Victoria 3931

T 5975 5881

F 5975 6044

Hastings

10 Pound Road
Hastings Victoria 3915

T 5979 3211

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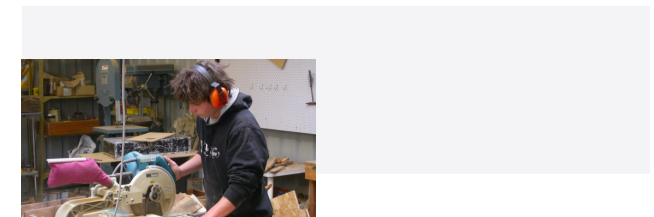
Peninsula Training and Employment Program

Established in 1980 PTEP is a community based, non-profit organisation assisting all members of the community.

PTEP Provides training, employment and support services to jobseekers, workers and employers.

Our services include

- Adult and Community Education (ACE)
- Vocational/Industry specific training
- Work Experience Placements
- Job search support
- Employer Support
- Community VCAL
- VET in Schools
- PTEP Online Training
- Website Development and Support



Certificate IV in Training & Assessment

Provides the qualification for trainers to deliver accredited training and assessment in the workplace, TAFE and Registered Training Organisations. (TAA40104)

Certificate III in Aged Care Work

Qualification for Personal Care Attendants . For employment as a PCA in aged care centres, nursing homes, home care etc. (CHC30102)

Certificate III in Home and Community Care

This qualification provides skills and knowledge for workers involved in the Home and Community Care field. For employment with home carers, local councils and agencies. (CHC30202)

Certificate III in Health Services Assistance

Full qualification for Patient Services Assistants. For employment as a PSA, hospital orderly, personal care worker, wards-person providing personal care. (HLT32507)

Certificate III in Children's Services

Formal qualification for employment in occasional care, pre-school activities, day care, nanny or children's services. (CHC30402)

Certificate II / III in Hospitality

Provides skills and knowledge to work in a range of positions such as a food and beverage attendant, kitchen attendant, room attendant, waiting, catering and functions. (SIT20207/SIT30707)

Certificate II in Horticulture

Certificate III in Horticulture

For employment as a horticultural tradesperson. Qualification covers parks and gardens, wholesale nursery, turf management or landscaping. (RTF20703/RFT30403/RFT30603/RFT30703)

Certificate II in General Construction

Qualification for employment in the building industry. Covers basic framing, joinery, scaffolding, footings and the safe use of tools and equipment. (BCG20198)

Certificate II in Business

Certificate III in Business Administration

Provides skills and knowledge required to work in a range of positions including, Administration, Clerical Worker, Data Entry Operator and Receptionist. (BSB 20107/BSB30407)

Certificate II in Community Services Support Work

Provides an introduction and overview of community services work. This qualification offers students general skills and knowledge and a broad foundation in community services specific skills and knowledge, includes Aged Care, disability and children's services. (CHC20102)

Certificate II in Information Technology

Provides a formal qualification covering hardware, software, communication and multimedia, basic setting up and use of computing equipment. Includes a range of application software for word processing, spreadsheets, databases and presentation packages. (ICA20105)

Responsible Service of Gambling (RSG)

Provides the formal qualification, skills and knowledge required to satisfy the legislative requirements responsible gambling services. Refresher course also available to deliver. Courses are accredited with Victorian Commission for Gambling Regulations. (SITHGAM006A)

Responsible Service of Alcohol (RSA)

Provides the required qualification to serve alcohol in a licensed workplace, restaurant, bar, club, hotel, functions etc. Course is accredited with Liquor Licensing Victoria. (SITHFAB009A)

Food Handling / Food Safety Supervisor

Providing legally required nationally accredited workplace hygiene procedures for food handlers. Includes introduction to food contamination, personal hygiene, food hygiene, cleaning, sanitising and pest control. (SITXOHS002A/SITXFSA001A)

First Aid / CPR

Accredited training, providing First Aid certificate (level II equivalent) and CPR upgrade/refresher. (HLTFA301B/401B)

Computer Introduction / Applications

These courses provide computer training for beginners and for specific Microsoft applications including Word and Excel and also covers email/internet.