

# Certificate II in Logistics

TLI20119



## Office Skills and Industry Background for Logistics Support Staff

There are a wide range of clerical and support staff in logistics operations. The Certificate II in Logistics is an entry level qualification for individuals entering into office and support roles in logistics. It provides key compliance training in safety and Chain of Responsibility, as well as fundamental communication and customer service skills. Choose an elective from Documents in Logistics, Sustainability, Stocktaking, Security Procedures or Keyboarding. Alternatively a warehousing elective can be added to your course.

## Skills for a Career in Logistics

Having Logistics skills can open many new opportunities. It is a growth area and roles are likely to be available to those with an interest in the field and experience as shown through this qualification.

## Subject Choices 1 elective subject allowed

- Administration Tasks in Logistics
- Safety in Warehousing and Logistics
- Effective Communication in Logistics
- Chain of Responsibility Obligations
- Process Documents in Logistics
- Sustainability in Logistics (E)
- Participate in Stocktakes (E)

## Key Course Facts



Start and study anytime



24/7 access to courses



Dedicated student adviser

For more details and current fees please visit our [Certificate II in Logistics](#) page.