

2024



# NZ Certificate in Primary Industry Operational Skills

With optional strands in Specialist Equipment and Infrastructure

## Level 3

This Level 3 programme aims to provide you with the ability to safely and effectively carry out a range of operational activities which involve vehicles, machinery, and infrastructure.

Upon graduating you will benefit by having a qualification within a training pathway that recognises progression through the industry and enables improved job performance.

Location	Hawke's Bay, Tairāwhiti Rural Studies Unit, Ruatōrea Learning Centre
Start	Various start dates*
Length	12-18 weeks full-time
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\* Go to [eit.ac.nz](http://eit.ac.nz) for more information on locations and start dates.  
For NZ Citizens and Permanent Residents



TE AHO A MĀUI



Te Pūkenga

# Professional skills for primary industry

This qualification is for those from a wide range of primary industry workplaces who want to develop a range of competencies that contribute to the safe and effective operation of a primary industry workplace.

Primary industry workplaces will benefit by having staff with the skills to safely and effectively complete operational activities relevant to vehicles, machinery and infrastructure.

Graduates of this qualification will be able to:

- Identify and assist with the management of workplace risks.
- Plan and carry out operational activities using mechanised equipment with consideration for environmental impacts.
- Manage personal wellbeing when carrying out primary industry operational activities.

## Specialist equipment

Graduates of this strand will also be able to:

- Operate specialist equipment for primary industry operational activities.

## Infrastructure

Graduates of this strand will also be able to:

- Carry out activities related to the maintenance of workplace infrastructure.

## Career and study opportunities

On successful completion of this qualification you can pursue employment as:


- Bee keeper, heavy transport operator, shepherd, orchard harvester, machinery operator, farm assistant, seasonal worker, pack house worker, general hand or in other similar roles in rural-based workplaces.


On successful completion of the NZ Certificate in Primary Industry Operational Skills (with optional strands in Specialist Equipment and Infrastructure) (Level 3) you may choose to continue with your studies by enrolling in the following:

- NZ Certificate in Agriculture (Farming Systems) (Level 3)
- NZ Certificate in Horticulture (Fruit Production) (Level 3)
- NZ Certificate in Land Based Sustainable Practices (Level 3)
- NZ Certificate in Horticulture (General) (Level 3)
- NZ Certificate in Commercial Road Transport (Heavy Vehicle Operator) (Level 3)



## NZ Certificate in Primary Industry Operational Skills (with optional strands in Specialist Equipment and Infrastructure) Level 3, 40, 50 or 60 credits

 Various locations

 Full-time: 12-18 weeks

 Fee: Visit [fees.eit.ac.nz](https://fees.eit.ac.nz) to see the fees for this programme

### Timetable

Your study time will be made up of contact time (class times, tutorials, practical training and industry-based learning) and non-contact time (your own individual study time).

### Contact time

On-campus classes are usually scheduled between 8.30am-3.00pm, four (4) days per week.

Days and hours will vary to align with seasonal industry operations.

Theory lessons are usually completed in the classroom. Sometimes the tutor may take you out onto a related industry site, farm or orchard to demonstrate, practice or reinforce what has been learned in the classroom.

For a current timetable, please refer to [eit.ac.nz/students/timetable](https://eit.ac.nz/students/timetable).

### Non-contact time

You should plan to spend some hours of individual study per course per week excluding scheduled classroom time.

### Entry requirements

- NCEA Level 1; or
- A qualification at Level 1 or above, with evidence of Literacy and Numeracy abilities equivalent to NCEA (Level 1); or
- Evidence of relevant knowledge and experience, including Literacy and Numeracy abilities equivalent to NCEA Level 1.

In the latter two situations you may be required to participate in an enrolment interview with the purpose of verifying the evidence.

### Literacy and numeracy skills

A literacy and numeracy assessment is part of the preparation for all level one to three programmes. This is a national requirement from the Tertiary Education Commission (TEC). This information gives your tutors information on what you already know to help them provide the help that you may need in your studies.

There are two assessments. The first assessment will take place within the first three weeks of the programme. The second will be a week or two before you finish the programme. This final assessment will show how you have improved with your Literacy and Numeracy skills.

## 2024 Key dates

Various starts dates throughout the year - please contact the Programme Administrator in your region.

	15-26 April
<b>Semester breaks</b>	1-19 July
	30 September-11 October

There will always be a tutor to help you when doing the assessment. The most important thing to know about this assessment is that you cannot fail. You will merely get information on your literacy and numeracy skills. The result will not have an impact on any of your assessment marks in your course work.

### Assessments

Unit standards and course assessments are on-going throughout the programme where tutors observe your work in-class, practical tasks, interaction and individual work. Participation is a requirement of all courses.

### Experienced lecturers

At EIT | Te Pūkenga, you can be confident in the quality of our teaching and your learning experience.

EIT | Te Pūkenga is highly regarded in New Zealand for research excellence due to the quality of our community centred research, our publications and our external grant income provided by funding institutions who have confidence in our research capability. You can be confident your lecturers use the latest knowledge and research in their field of expertise to inform their teaching, and many are at the forefront of knowledge creation within their discipline area.

### EIT is now part of Te Pūkenga

Te Pūkenga brings together New Zealand's Institutes of Technology, Polytechnics, and Industry Training Organisations to build a network of on job, on-campus and online learning. The services we offer not only remain, they are strengthened by being part of the extensive Te Pūkenga network around the country. Your enrolment for study in 2024 will see you enrolling with Te Pūkenga and becoming part of the extensive Te Pūkenga network around the country.

### The experience you need & the support to succeed

When you study at EIT | Te Pūkenga you'll get the kind of experiences that will help you gain the knowledge and skills to get ahead.

You'll also be supported by lecturers and tutors who are here for you, within a learning environment where you are treated as an individual, not just a number.

They'll know your name and you'll receive one-on-one attention to make sure you get the support to succeed.

## Programme information

- This programme comprises:
- Three compulsory courses totalling 40 credits.
- Two optional courses of 10 credits each.
- Learners will complete the compulsory courses.
- Learners may also complete the two optional 10 credit courses if they require specialist training.

## Course descriptions

NB: Offerings are subject to sufficient enrolments.

Course no.	Brief description	NZQA level	No. of credits
CPIOS3.01	<b>Management of Workplace Risks and Personal Wellbeing</b> The aim of this course is to provide learners with knowledge and skills in risk identification, management of workplace risks and personal wellbeing when carrying out primary industry operational activities involving the use of vehicles, machinery, and infrastructure.	3	15
CPIOS3.02	<b>Mechanised Equipment - Vehicles</b> The aim of this course is to provide learners with knowledge and skills in the safe and effective operation of primary industry vehicles with consideration for environmental impacts.	3	15
CPIOS3.03	<b>Mechanised Equipment - Machinery</b> The aim of this course is to provide learners with knowledge and skills in the safe and effective operation of primary industry machinery with consideration for environmental impacts.	3	10
CPIOS3.04	<b>Specialised Equipment (optional strand)</b> The aim of this course is to provide learners with knowledge and skills to safely operate specialist equipment for primary industry operational activities.	3	10
CPIOS3.05	<b>Infrastructure (optional strand)</b> The aim of this course is to provide learners with knowledge and skills to safely maintain workplace infrastructure.	3	10



# How to enrol

There is an easy 3-step process to follow when enrolling at EIT | Te Pūkenga.

## Step 1

Check out [eit.ac.nz](http://eit.ac.nz) to see the programmes available for you to study. A copy of the course information for each programme is available on our website.

## Step 2

You can now use your RealMe verified identity to apply for study at EIT | Te Pūkenga. If you use your RealMe verified identity you will no longer be sent a copy of your application form to sign. You also will not need to provide us with a copy of your primary ID.

If you apply online without using RealMe then you will be sent a summary of your enrolment to check and sign. It will also include course selection forms which you need to complete and return. Your enrolment cannot progress until you have sent the summary and forms back to us.

You can also apply using a paper enrolment form. Please call us on **0800 22 55 348** and we will send you one out.

You will receive an acceptance letter from your Faculty with programme information. This will include the start date of your study and any special information regarding your programme. Depending on your chosen programme of study, you may be invited to attend an interview before you are accepted.

## Step 3

Arrangement for full payment of enrolment fees must be made before the start of your programme. You will receive an invoice with payment details.

**Fees-free government scheme:** Tertiary education is fees-free for eligible domestic tertiary students. To check if you are eligible, go to [FeesFree.govt.nz](http://FeesFree.govt.nz) and enter your National Student Number (NSN). If you are not eligible you will be responsible for paying your fees.

**Scholarships and grants:** Scholarships and grants make life easier by helping to cover your fees, other costs and living expenses while you study. You don't always need to be an academic high-flyer to qualify. You can find out more about scholarships and other options for paying your fees at [eit.ac.nz](http://eit.ac.nz).

**StudyLink:** If you need to pay for your own study you can choose to apply for your Student Loan and Student Allowance with StudyLink. You should do this early, even if you haven't yet been accepted on your programme. You can change your details later if anything changes. Visit [studylink.govt.nz](http://studylink.govt.nz) to find out more about StudyLink.

## Student services levy

The student services levy is a compulsory non-tuition fee that is charged to students enrolled at EIT | Te Pūkenga. The levy is to contribute to the provision of quality student services that support learning. The funds received by EIT | Te Pūkenga from the levy are ring-fenced, meaning they can only be spent on student services.

## Student loans and allowances

StudyLink is a service of the Ministry of Social Development. Apply well before your programme begins (even if you haven't been accepted yet) so you'll be ready to get your payments when you need them most.

Check out what you qualify for at [studylink.govt.nz](http://studylink.govt.nz).



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