



Certificate I in Skills for Vocational Pathways (FSK10219)

Course Overview

A nationally recognised course designed to help learners build core reading, writing, numeracy, learning and communication skills. Ideal for those preparing for further study, entry-level employment, or looking to improve their workplace readiness. Flexible delivery with supportive trainers. No formal entry requirements. Graduates can progress to further study or employment pathways.

Accreditation Statement

This is a nationally recognised and accredited Australian qualification delivered by Bankstown Education and Skills Training Centre (RTO 40651). It is developed in line with the Australian Qualifications Framework (AQF) and recognised across all states and territories. Successful completion will result in a nationally recognised Certificate or Statement of Attainment.

What You Will Learn / Key Skills

- Effective communication and teamwork
- Problem-solving in workplace contexts
- Planning, organising and prioritising tasks
- Using digital and business technology
- Understanding industry-specific procedures

Course Modules / Units of Competency

Please refer to your enrolment documents or course page for the complete list of core and elective units included in this qualification.

FSKLRG008 – Use simple strategies for work-related learning

FSKDIG001 – Use digital technology for short and basic workplace tasks

FSKLRG007 – Use strategies to identify job opportunities

FSKLRG004 – Use short and simple strategies for work-related learning

FSKRDG004 – Read and respond to short and simple workplace information

FSKRDG006 – Read and respond to simple informal workplace texts



FSKRDG008 – Read and respond to information in routine visual and graphic texts

FSKWTG003 – Write short and simple workplace information

FSKWTG005 – Write simple workplace formatted texts

BSBTEC201 – Use business software applications

BSBSUS211 – Participate in sustainable work practices

Entry Requirements / Prerequisites

No formal prerequisites required. Minimum age: 15 years. Basic literacy and digital skills are recommended.

Delivery Mode

Flexible delivery – study online at your own pace with support from experienced trainers via Moodle and Zoom.

Course Duration

Estimated 6–12 months. Self-paced with trainer guidance available throughout.

Assessment Method

Knowledge quizzes, practical tasks, projects, case studies, and third-party observation (where applicable).

Certification Outcome

Qualification (Certificate I) – awarded upon successful completion of all requirements.

Course Fees

From \$500 full course.

Funding may be available for NSW residents (eligibility criteria apply).

Pathways After This Course

While FSK10119 itself does not lead directly to employment, it prepares learners for:



- Entry into **traineeships**
- Participation in **pre-employment programs**
- Job readiness for roles such as:
 - Retail or hospitality assistant (after Cert II)
 - General labourer (with further vocational training)
 - Admin support trainee (with further qualifications)

Why Study With Us

With over 25 years of training experience, Bankstown Education and Skills Training Centre (RTO 40651) offers flexible, engaging learning tailored to individual needs. Access quality resources, industry-relevant skills, and supportive trainers.

Group Bookings & Onsite Facilitation

We offer flexible group bookings for organisations, schools, and community centres. Training can be facilitated directly at your location, making it easy and convenient for your team or participants to complete the course without needing to travel. Minimum numbers apply – contact us to discuss your needs and arrange a session that suits your schedule.

Facilities and Support

At BEST Training, we're here to support you every step of the way. Whether you're learning online or on campus, you'll have access to caring trainers, helpful course guidance, and personal support when you need it. We're committed to helping you stay confident, connected, and on track throughout your learning journey.

Diversity and Inclusion Statement

At Bankstown Education and Skills Training Centre (RTO 40651), we are committed to fostering a learning environment that celebrates diversity and promotes inclusion for all. We recognise that each student brings unique experiences, perspectives, and strengths, and we welcome all forms of diversity.

Our approach is inclusive of:

- Aboriginal and Torres Strait Islander peoples



- People with disability and mental health conditions
- Gender equality and gender diversity
- LGBTQIA+ communities
- Culturally and linguistically diverse (CALD) backgrounds
- Neurodiverse individuals
- People of all ages, cultures, and religions

We believe that inclusive education empowers students, enriches learning, and supports equitable outcomes. Our team actively works to remove barriers, promote cultural safety, and create a respectful, supportive space where every learner can thrive.

If you need individual support or would like to learn more about our inclusive practices, please contact us at **info@bankstowneducation.com.au** or phone **02 9791 0015**.

How to Enrol

Call (02) 9791 0015 or email info@bankstowneducation.com.au. Visit www.bankstowneducation.com.au to enrol online or request a demo login.

Enrolment Link: <https://forms.office.com/r/wFyaPT4rBb>

RTO Details / Compliance Info

Bankstown Education and Skills Training Centre

RTO Code: 40651

Address: 8 Fetherstone Street, Bankstown NSW

Phone: (02) 9791 0015

Email: info@bankstowneducation.com.au

Website: www.bankstowneducation.com.au