

Qualification details

Qualification number/Te nama o te tohu mātauranga	2814		
English title/Taitara Ingarihi	New Zealand Certificate in Port Operations (Level 3) with strands in Port Administration, Cargo Handling, and Heavy Machine Operation		
Māori title/Taitara Māori			
Version number/Te putanga	3	Qualification type/Te momo tohu	Certificate
Level/Te kaupae	3	Credits/Ngā whiwhinga	75
NZSCED/Whakaraupapa	031799 Engineering and Related Technologies>Maritime Engineering and Technology>Maritime Engineering and Technology not elsewhere classified		
Qualification developer/Te kaihanganga tohu	MITO New Zealand Incorporated		
Review Date /Te rā arotake	December 2025		

Outcome statement/Te tauāki ā-hua

<p>Strategic Purpose statement/ Te rautaki o te tohu</p> <p>This qualification is for entry level positions in the cargo management industry and to provide a credential for those already working in this industry.</p> <p>The qualification will provide the port cargo management industry with people who are able to work safely and within the regulatory framework, at ports in the common entry level cargo handling roles.</p> <p>Graduates will benefit by having a qualification which recognises skills and knowledge in port cargo handling that supports improved job performance and enhances employment opportunities.</p> <p>Port organisations will benefit in improving business efficiencies by having staff with recognised skills and knowledge in specialised roles to competently handle the movement of cargo, under supervision.</p> <p>The strands recognise specialist knowledge and skills for application in the Port Administration, Cargo Handling, and Heavy Machine Operation aspects of port operations.</p> <p>Graduates will be able to work under limited supervision.</p>

<p>Graduate Profile/Ngā hua o te tohu</p> <p>Graduates of this qualification will be able to:</p> <ul style="list-style-type: none"> - Comply with legislative requirements and organisational policies and procedures in order to work safely and efficiently in port operations. - Show broad understanding of the characteristics of a port operation and the machinery that operates within it.
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<ul style="list-style-type: none"> - Work safely and communicate within a team in a port operations environment to complete common tasks. <p>Graduates of the Port Administration strand will also be able to:</p> <ul style="list-style-type: none"> - Provide port operations customer, supplier, and quality control services to complete common port administration tasks. - Communicate with stakeholders to receive and deliver cargo. <p>Graduates of the Cargo Handling strand will also be able to:</p> <ul style="list-style-type: none"> - Safely conduct lifting, movement and stowage of cargo. <p>Graduates of the Heavy Machine Operation strand will also be able to:</p> <ul style="list-style-type: none"> - Safely operate port cargo lifting and shifting machinery over 10 tonne.

<p>Education Pathway/ Ngā huarahi mātauranga</p> <p>Candidates entering the Port Administration strand may have completed the New Zealand Certificate in Business (Administration and Technology) (Level 3) [Ref: 2452].</p> <p>This qualification may lead to generic first line management qualifications; for example the New Zealand Certificate in Business (First Line Management) (Level 4) [Ref: 2456] or to the New Zealand Diploma in Port Operations (Level 5) with strands in Vessel Planning, and Yard Planning [Ref: 2815].</p> <p>Cargo handling graduates that have attained unit standard 3789 may, by attaining unit standard 3801, also become qualified in the New Zealand Certificate in Cranes (Dogman Operations) (Level 3) [Ref: 1786].</p>
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<p>Employment, Cultural, Community Pathway/ Ko ngā huarahi ā-mahi, ā-ahurea, ā-whānau, ā-hapū, ā-iwi, ā-hapori anō hoki</p> <p>Graduates are able to work in areas such as:</p> <p>Port Administration Strand</p> <ul style="list-style-type: none"> - Port administration of policies and procedures, receipt and delivery of cargo (R&D), data entry, inventory management. <p>Cargo Handling Strand</p> <ul style="list-style-type: none"> - Lashing, cargo handling, stevedoring, provision of port auxiliary services (such as log scaling, tallying, mooring, refrigeration). <p>Heavy Machine Operation Strand</p> <ul style="list-style-type: none"> - Operation of: Straddle carrier, excavator to handle logs, lift truck, mobile harbour crane, conveyor belt loader for dry cargo, and/or other heavy machinery. <p>Experience and/or further qualifications may lead to employment in Supervision/Team Leadership, Yard Planning, or Vessel Planning.</p> <p>Depending on strand speciality, candidates may have the skills and knowledge for employment in administration, machine operation, or in supply chain operations outside of port operations.</p>

Qualification Specifications/ Ngā tauwhāititanga o te tohu

<p>Qualification Award/ Te whakawhiwhinga o te tohu</p>	<p>This qualification may be awarded by any tertiary education organisation with an approved programme of study or industry training programme leading to the qualification.</p>
<p>Evidence requirements for assuring consistency/ Ngā taunaki hei whakaū i te tauritenga</p>	<p>Evidence may include:</p> <ul style="list-style-type: none"> - end user surveys (e.g. graduates, employers, and industry associations) to determine how well graduates

	<p>are meeting the graduate outcomes in the workplace</p> <ul style="list-style-type: none"> - evidence of effective processes to ensure programmes continue to meet current industry needs and the graduate profile outcomes - evidence of effective internal and external quality assurance systems to assure that graduates meet the graduate outcomes of the qualification - any other relevant evidence.
<p>Minimum standard of achievement and standards for grade endorsements/ Te pae o raro e tutuki ai, ngā paerewa hoki hei whakaatu i te taumata o te whakatutukinga</p>	Achieved.
<p>Other requirements for the qualification (including regulatory body or legislative requirements)/ Kō ētahi atu here o te tohu (tae atu hoki ki ngā here ā-hinonga whakamarumarū, ki ngā here ā-ture rānei)</p>	
<p>General conditions for programme/ Ngā tikanga whānui o te hōtaka</p>	<p>Programmes must maintain pace with workplace policies and currently-accepted industry techniques/technology. Programme content must reflect current legislation, regulations and industry standards.</p> <p>Additional guidance on specific conditions relating to some or all of the graduate profile outcomes are published on MITO NZ's website and recommendations for programme development can be found on the MITO New Zealand Incorporated website (https://mito.org.nz).</p>

Conditions relating to the Graduate Profile /Ngā tikanga e hāngai ana ki nga hua o te tohu

Qualification outcomes/ Ngā hua	Credits/Ngā whiwhinga	Conditions/Ngā tikanga
<p>1. Comply with legislative requirements and organisational policies and procedures in order to work safely and efficiently in port operations.</p>	10	
<p>2. Show broad understanding of the characteristics of a port operation and the machinery that operates within it.</p>	15	
<p>3. Work safely and communicate within a team in a port operations environment to complete common tasks.</p>	10	
Port Administration strand		
<p>4. Provide port operations customer, supplier, and quality control services to complete common port administration tasks.</p>	30	
<p>5. Communicate with stakeholders to receive and deliver cargo.</p>	10	

Cargo Handling strand			
6.	Safely conduct lifting, movement and stowage of cargo.	40	
Heavy Machine Operation strand			
7.	Safely operate port cargo lifting and shifting machinery over 10 tonne.	40	Machinery must exceed 10 tonne working load capacity. Evidence is required for a minimum of two machines.

Transition information/ He kōrero whakawhiti

Replacement information/ He kōrero mō te whakakapi	<p>This qualification replaced the:</p> <p>National Certificate in Stevedoring and Ports Industry (Cargo Handling) [Ref: 1451] National Certificate in Stevedoring and Ports Industry (Cargo Handling) [Ref: 1010]</p> <p>National Certificate in Stevedoring and Ports Industry (Log Handling and Ship Loading) [Ref: 0934].</p> <p>These have now been discontinued.</p>
Additional transition information/ Kō ētahi atu kōrero mō te whakakapi	<p>Version Information</p> <p>Version 3 of this qualification was listed in December 2020. The last date for assessment of version 2 of this qualification is 31 December 2023.</p> <p>People currently enrolled in version 2 of this qualification may either complete that version before 31 December 2022, or transfer to the later version 3.</p> <p>Version 2 of this qualification was listed in February 2019.</p> <p>The last date for assessment of version 1 of this qualification is 31 December 2022.</p> <p>People currently enrolled in version 1 of this qualification may either complete that version before 31 December 2022, or transfer to the later version 2.</p> <p>It is the intention of MITO that no existing trainee should be disadvantaged by these transition arrangements.</p> <p>Any person who considers they have been disadvantaged may appeal to the qualification developer</p> <p>MITO PO Box 10803 Wellington, 6011 T 04 494 0005 F 04 494 0006 FREEPHONE 0800 88 21 21 www.mito.org.nz</p> <p>Please refer to Qualifications and Assessment Standards Approvals for further information.</p>