

Singapore Institute of Materials Management

Container Loading & Unloading Administration [CLUA]

(previous title: **PERFORM DELIVERY OPERATIONS**)

Course Reference No: [TGS-2019503627](#)

Mode of training: Classroom based

Who Should Attend

For logistics warehouse practitioners, who wants their skills to be certified.
For participants who are keen to learn the operations of a Delivery Assistant.

Entry Requirement

Participants should be able to understand and speak English.

Course Objectives

It is a competency skill-based qualifications for logistics practitioners who wants their skills to be certified and those who are keen to learn the operations of a Delivery Operator.

Participants will learn:

- CE 1: Receive incoming products
- CE 2: Pick and stage products
- CE 3: Pack products

Participants will practice:

- Demonstration & Practice for CE 2: Load Products
- Demonstration & Practice for CE 3: Unload products
- Activity CE 1, CE 2 and CD 3
- Skills Practice on CE 2: Load Products
- Skills Practice on CE 3: Unload Products

Teaching Methodologies

- Lectures
- Demonstration
- Hands on activities on elements of competence
- Group Discussions and Q&A

□ **Course Fees**

A: Course Fees for INDIVIDUAL Payment more than 40 years old

Course	Full Fee	Funding >40 yrs old	Nett Fee	CM Fee	Total Fee	SFC-\$1K Nett payt
CLUA	\$450	\$405	\$45	\$60	\$105	\$0

CM Fee = Couse Materials fee **SFC**= Skillsfuture Credit (Personal=\$500/\$1K)

B: Course Fees for INDIVIDUAL Payment less than 40 years old and PR

Course	Full Fee	Funding <40 yrs old	Nett Fee	CM Fee	Total Fee	SFC-\$1K Nett payment
CLUA	\$450	\$306	\$144	\$60	\$204	\$0

CM Fee = Couse Materials fee **SFC**= SkillsFuture Credit (Personal=\$500/\$1K)

C: Course Fees for SME (Company Sponsored)

Course	Full Fee	Funding for SMEs	Nett Fee	Course Materials Fee	Total Fee
CLUA	\$450	\$400	\$50	\$60	\$110

For MNC sponsored application, contact SIMM at <tel:66531233>/ WApp:98184211

D: Company absenteeism payroll funding: Company can apply for absenteeism payroll funding between **\$50 to \$128** ([conditions apply](#))

❑ **Registration Process**

Registration: On a first-come-first-served basis:

- 1: Check your SF Credit amount: <https://tinyurl.com/r5s4k2xh>
2. Once approved, SIMM will email letter of enrolment.

❑ **Refund of Fees / Cancellation**

Notice of withdrawal must be given according to the terms stated in the Terms and Conditions for enrolment. SIMM reserves the right to cancel/postpone the course due to unforeseen circumstances.

❑ **Award of Certificate:** <https://tinyurl.com/5x6y98es>

To achieve the certificate awarded by SSG/WSQ, candidates must submit all the assignments and pass the theory assessment with a total score of 50 or higher and attend at least 75% of the sessions.

❑ **Inquiries: Person in-charge: Email: info@simm.org.sg
Tel: 66531233 Website: www.simm.org.sg**

WhatsApp: +6598184211

Corporate Office / Training Venue:

9 Ah Hood Road #04-06 EASM Building Singapore 329975

Directions to SIMM (**Google map**)
<https://goo.gl/maps/P76kqiXKFkxn5tMh8>

