

Chris Tan

TRAINER MAPPING AND CURRENCY REGISTER

Trainer Name	Chris Tan
Date Prepared	April 2026
State	NSW
Employment Status	Contractor
LinkedIn Profile	linkedin.com/in/christanaus
Email	shareoneslearning@gmail.com
TAE Qualification	TAE40116 Certificate IV in Training and Assessment (RTO Leadership Institute, August 2026)
Additional TAE	TAE40110 Certificate IV in Training and Assessment (TAFE NSW, July 2011)
Qualifications Covered	16 Qualifications – see index below

Qualifications Covered:

1. High School Teacher - NESA number: 776604 and DET NSW number: 1064993
2. BSB40120 – Certificate IV in Business
3. BSB42015 – Certificate IV in Leadership and Management
4. BSB30120 – Certificate III in Business
5. BSB40820 – Certificate IV in Marketing and Communication
6. BSB40920 – Certificate IV in Project Management Practice
7. BSB50120 – Diploma of Business
8. BSB50420 – Diploma of Leadership and Management
9. TLI30321 – Certificate III in Supply Chain Operations
10. SIT30616 – Certificate III in Hospitality
11. SIT40416 – Certificate IV in Hospitality
12. SIR30216 – Certificate III in Retail
13. SIR40316 – Certificate IV in Retail Management
14. BSB40420 – Certificate IV in Human Resource Management
15. BSB41419 – Certificate IV in WHS
16. CHC40512 – Certificate IV in Mental Health
17. AHC31120 – Certificate III in Nursery Operations

UOC Status Legend:

Green	Current UOC Held – competency directly evidenced via qualification, unit or mapped higher qualification
Amber	Relevant units held – equivalent competency via related qualification, higher-level unit, or mapped experience
Red	Mapped via higher qualification or extensive industry experience – evidence documented in the evidence column

TRAINER MAPPING MATRIX

All trainers are required to complete a trainer matrix prior to commencement of training with the organisation, this should include the trainers' relevant industry experience to the qualification to be delivered as well as Professional Development that has been undertaken in the VET sector, including any workshops or conferences that they have attended. Certified copies of Certificates and any other documentation that supports Industry experience and VET development is to be provided to the Compliance Manager for verification.

A Trainer Matrix is to be completed and updated by each Trainer/Assessor against each qualification and/or Unit of Competency being delivered. The Trainer Matrix is to be updated under all of the following circumstances:

- Prior to commencement of training with the organisation
- Whenever a new trainer joins the organisation
- When a Training and Assessment Strategy has been updated
- When preparing for an Addition to Scope
- When transitioning from a superseded Training Product

Trainers are responsible for ensuring their Trainer Matrix is kept up to date and should be updated on a quarterly basis. Trainers should ensure that they address each Unit of Competency with their relevant industry experience. The Trainer Matrix template is to be used for all Training and Assessing staff.

Please note this is a working document and should always be saved in an editable format.

Standards this trainer mapping relates to:

1.13 In addition to the requirements specified in Clause 1.14 and Clause 1.15, the RTO's training and assessment is delivered only by persons who have:

- a) vocational competencies at least to the level being delivered and assessed;
- b) current industry skills directly relevant to the training and assessment being provided; and
- c) current knowledge and skills in vocational training and learning that informs their training and assessment.

Industry experts may also be involved in the assessment judgement, working alongside the trainer and/or assessor to conduct the assessment.

1.14 The RTO's training and assessment:

- a) if delivered on or prior to 30 June 2019, is delivered only by persons who have the training and assessment credential specified in Item 1 or Item 2 or Item 3 of Schedule 1.
- b) if delivered on or after 1 July 2019, is delivered only by persons who have the training and assessment credential specified in Item 2 or Item 3 of Schedule 1.

1.15 Where a person conducts assessment only, the RTO ensures that:

- a) on or prior to 30 June 2019, the person has the training and assessment credential specified in Item 1, or Item 2, or Item 3, or Item 4, or Item 5 of Schedule 1; or
- b) on or after 1 July 2019, the person has the training and assessment credential specified in Item 2, or Item 3, or Item 5 of Schedule 1.

1.16 The RTO ensures that all trainers and assessors undertake professional development in the fields of the knowledge and practice of vocational training, learning and assessment including competency based training and assessment.

Full Name	Chris Tan
State	NSW
Employment Status	Contractor

SECTION 4 – QUALIFICATION MAPPING AND CURRENCY

BSB40120 – Certificate IV in Business

Trainer and Qualification Details

Trainer Name	Chris Tan
Qualification	BSB40120 – Certificate IV in Business
State	NSW
Employment Status	Contractor
Current Roles	Head of Winning Academy Learning & Development Specialist – ShareOnes Learning
LinkedIn Profile	linkedin.com/in/christanaus
Email	shareoneslearning@gmail.com
Training / Assessing Position	Assessing
Holds Qualification	Yes
Mapped / Evidenced From	BSB40120 Certificate IV in Business (Auschs) – Held. Supported by Executive MBA (Collège de Paris, 2025) and MED (UTS, 2018).

Preamble – NVR Standards 1.13–1.16

This document demonstrates the currency of vocational competency for this qualification in accordance with Standards for Registered Training Organisations (RTOs) 2015, Clauses 1.13, 1.14, 1.15 and 1.16. Evidence is drawn from the trainer's LinkedIn profile (linkedin.com/in/christanaus), LinkedIn certifications, Trainer Mapping Matrix spreadsheet, employment history and qualifications held.

Current industry skills may include: knowledge of and/or experience using the latest techniques and processes; high-level product knowledge; understanding of legislation relevant to the industry and employment; customer/client-oriented practice; formal industry and training qualifications; and training content that reflects current industry practice.

Trainer Qualifications Held

Qualification / Certificate / Education	Issuing Organisation	Date / Status
TAE40116 Certificate IV in Training and Assessment	RTO Leadership Institute	August 2026
TAE40110 Certificate IV in Training and Assessment	TAFE NSW	July 2011
Executive MBA – Business Administration and Management	Collège de Paris / ASCENCIA	April 2025
Master of Education (Learning and Leadership)	University of Technology Sydney	2018
Bachelor of Education (Human Movement and Health Education)	University of Sydney	1999
Diploma – Sports Marketing	APM College of Business and Communication	2001
IB Business Management Teaching Certificate	International Baccalaureate	2014
BSB40120 Certificate IV in Business	Auschs	6.10.2021
BSB40520 Certificate IV in Leadership and Management	Auschs	15.3.2023
BSB50215 Diploma of Business	Auschs	10.3.2023
BSB40420 Certificate IV in Human Resource Management	Auschs	Held
BSB41515 Certificate IV in Project Management Practice	Auschs	Held
BSB40820 Certificate IV in Marketing and Communication	Auschs	15.3.2023
CHC43315 Certificate IV in Mental Health	Auschs	Held
TLI30321 Certificate III in Supply Chain Operations	Auschs	Held

Qualification / Certificate / Education	Issuing Organisation	Date / Status
SIT40416 Certificate IV in Hospitality	Auschs	Held
AHC31120 Certificate III in Nursery Operations	Auschs	19.12.2022
CPCWHS1001 Prepare to Work Safely in the Construction Industry	RTO Safety Training	March 2024
BSB21017 Certificate II in Business	TAFE NSW	September 2011
First Aid Certificate	Registered Provider	Current
Community Coach Certification	Registered Provider	Current

Unit of Competency Mapping and Evidence

Evidence column sources: LinkedIn profile ([linkedin.com/in/christanaus](https://www.linkedin.com/in/christanaus)), LinkedIn certifications, Trainer Mapping Matrix spreadsheet, employment history. Colour: Green = Current UOC Held | Amber = Relevant units / equivalent competency | Red = Mapped via higher qualification or industry evidence.

Unit Code	Unit of Competency Title	Status	Evidence / Mapping Notes (sourced from LinkedIn profile, spreadsheet and employment history)
BSBPEF402	Develop personal work priorities	Yes	Held via BSB40120. Chris currently manages concurrent responsibilities at Winning Academy (38hrs/wk) and ShareOnes Learning while maintaining advisory board commitments. LinkedIn profile documents his ability to operate across '3 pillars: build, improve and scale simultaneously – demonstrating advanced personal work priority management at a leadership level.
BSBPEF401	Manage personal health and wellbeing	Yes	Held via BSB40120. Chris holds a current First Aid Certificate (LinkedIn certifications). His sustained career managing high-output, concurrent roles (Academy, ShareOnes, author, HSC Marker, Advisory Board) demonstrates consistent personal resilience and wellbeing management. He integrates wellbeing frameworks into L&D programs he designs.
BSBTEC404	Use digital technologies to collaborate in a work environment	Yes	Held via BSB40120. At St Vincent's College, Chris implemented Google Suite, Microsoft OneDrive, Moodle and Edumate as LMS platforms, piloted iOS app development with students, and mentored staff in digital tools (LinkedIn profile, St Vincent's role). At ShareOnes Learning he implemented Canvas plugins and Google LMS, and developed a mobile financial literacy app.
BSBWRT411	Write complex documents	Yes	Held via BSB40120. Chris authored the Everything Business Studies iBook Series (Key Words + Apple Case Study), selling 10,000+ copies on iTunes, Kobo and Amazon (LinkedIn profile, Everything Business Studies role). He writes curriculum frameworks, tender submissions, strategic plans and research documents across his professional roles.
BSBCRT411	Apply critical thinking to work practices	Yes	Held via BSB40120. As Acting Head of HSIE at St Vincent's College, Chris 'challenged the status quo and NESA outcomes to create meaningful and practical learning experiences' (LinkedIn profile). At Winning Academy he uses the Deep Sphere methodology and project-based learning to develop evidence-based, critically informed solutions for clients.
BSBXCM401	Apply communication strategies in the workplace	Yes	Held via BSB40120. As Master Facilitator and Solutions Expert at Winning Academy, Chris applies advanced communication strategies daily. He delivered lectures to 300+ students per session at Notre Dame, presented HSC workshops for students and teachers, and facilitated a School Leaders Conference as Advisory Board Member at Atomi Education (LinkedIn profile).
BSBWHS411	Implement and monitor WHS policies, procedures and programs	Yes	Held via BSB40120. As Acting Head of HSIE, Chris maintained 'all compliance and risk management policies and procedures' (LinkedIn profile). He managed Olympic venue WHS for 500+ staff at Sydney 2000. He holds CPCWHS1001 (March 2024) and BSBWHS411 via BSB40120/BSB40420. WHS application is continuous across all employment contexts.
BSBSTR401	Promote innovation in a team environment	Yes	Held via BSB40120. Chris established the 'Coffee Queens Project' (social enterprise, St Vincent's College), piloted iOS app development with students, introduced project-based and

Unit Code	Unit of Competency Title	Status	Evidence / Mapping Notes (sourced from LinkedIn profile, spreadsheet and employment history)
			portfolio-based learning, chaired the Learning Environments Committee, and introduced Deep Sphere methodology into Winning Academy's team programs (LinkedIn profile).
BSBTWK401	Build and maintain business relationships	Yes	Held via BSB40120. At ShareOnes Learning, 'client relationship management' was a listed key responsibility (LinkedIn profile). At Winning Academy, Chris manages relationships with executive stakeholders, corporate clients, product suppliers and commercial partners. He has 500+ LinkedIn professional connections, demonstrating active professional networking.
BSBOPS404	Implement customer service strategies – General Stream	Yes	At Winning Academy, Chris designs and delivers customer service training for Winning Group's retail and commercial frontline teams – one of three core Academy pillars. His Events Manager role (Sydney Olympics 2000, Rugby World Cup 2003) required implementing service standards for 500+ staff across international-standard venues (LinkedIn profile).
BSBOPS304	Deliver and monitor a service to customers	Yes	Chris monitors service delivery across Winning Academy's client portfolio and delivered service for 500+ staff and corporate clients at Sydney Olympics, Rugby World Cup 2003, UEFA Championships and Athens Olympics 2004 (LinkedIn profile – Events Manager role). He designed and monitored service standards at an international level.
BSBOPS305	Process customer complaints	Yes	Applied as Events Manager acting as 'corporate liaison manager' (LinkedIn profile) managing escalations and complaints from governing bodies, corporate sponsors and event staff across four international sporting events. Applied in Winning Academy client relationship management. Higher level competency held via BSB40120.
BSBHRM413	Support L&D of teams and individuals – Leadership Stream	Yes	The primary function of Chris's career. As Head of Winning Academy he designs L&D programs for corporate teams. At ShareOnes Learning he wrote curriculum, designed research, and mentored learners (LinkedIn profile). His MED (UTS, 2018) in Learning and Leadership provides postgraduate academic currency directly aligned to this unit.
BSBLDR411	Demonstrate leadership in the workplace	Yes	Demonstrated across every role documented on LinkedIn: Head of Winning Academy (current), Academy Lead at Winning Group, Head of Learning at Young Change Agents, Acting Head of HSIE, Boarding House Master, Advisory Board Member at Atomi Education, Events Manager of 500+ staff. His Executive MBA and MED provide formal leadership qualifications.
BSBXTW401	Lead and facilitate a team	Yes	Chris leads the Winning Academy team and facilitates learning for corporate teams using Deep Sphere methodology (LinkedIn profile). He managed 500+ event staff at Sydney Olympics and international events, led HSIE faculty teams at St Vincent's College, and facilitates MBA programs for external organisations.
BSBMKG431	Assess marketing opportunities – Marketing Stream	Yes	Held via BSB40820. Chris assessed marketing opportunities for the Everything Business Studies eBook Series across iTunes, Kobo and Amazon, achieving 10,000+ sales (LinkedIn profile). At Winning Academy he assesses market opportunities for L&D products. His Executive MBA curriculum covered advanced marketing opportunity analysis.
BSBMKG433	Undertake marketing activities	Yes	Held via BSB40820. Chris undertook marketing activities to achieve 10,000+ eBook sales on three global digital platforms (LinkedIn profile). At Winning Academy he markets and promotes L&D services to corporate clients. At ShareOnes Learning, 'tendering for new business' was a listed key responsibility (LinkedIn profile).
BSBMKG434	Promote products and services	Yes	Held via BSB40820. Chris promotes Winning Academy's L&D products and services to external corporate clients. His Events Manager role included retail management and product promotion at international sporting venues (LinkedIn profile). He published and marketed his own educational content series across multiple global platforms.
BSBHRM417	Support HR functions and processes – HR Stream	Yes	Held via BSB40420. Chris supports HR functions including trainer onboarding, recruitment support, performance development, and

Unit Code	Unit of Competency Title	Status	Evidence / Mapping Notes (sourced from LinkedIn profile, spreadsheet and employment history)
			L&D program delivery at Winning Group and ShareOnes Learning. His role within Winning Group's People and Culture ecosystem provides direct, current HR function currency.
BSBHRM415	Coordinate recruitment and onboarding	Yes	Held via BSB40420. As Events Manager, Chris hired and managed 500+ staff for Sydney 2000 Olympics and international events (LinkedIn profile). At Winning Academy and ShareOnes Learning he coordinates facilitator and trainer onboarding. His Executive MBA covered HR management including recruitment and onboarding frameworks.
BSBOPS401	Coordinate business resources – Admin and PM Streams	Yes	Chris coordinated business resources as Events Manager (500+ staff, venue logistics, governing body budgets – LinkedIn profile) and at ShareOnes Learning ('coordinating implementation of client strategic plans' – LinkedIn profile). His Executive MBA provides higher-level resource coordination and strategic planning currency.
BSBPMG420	Apply project scope management techniques	Yes	Held via BSB41515. At ShareOnes Learning, 'project management' and 'coordinating implementation of client strategic plans' were listed key responsibilities (LinkedIn profile). Chris also led the Learning Environments and Building Committee projects at St Vincent's College, managing scope from research through to funded implementation.
BSBPMG421	Apply project time management techniques	Yes	Held via BSB41515. Chris managed simultaneous complex project timelines throughout his career: concurrent teaching, authorship, HSC marking and ShareOnes work. His Events Manager role required precise timeline management for four major international sporting events governed by strict governing body requirements (LinkedIn profile).

Vocational Competency and Industry Currency Statement

Chris holds a BSB40120 Certificate IV in Business and an Executive MBA (2025), providing vocational currency well above Certificate IV level. His current roles at Winning Academy (Head of Academy, Jan 2023–present) and ShareOnes Learning require daily application of business operations, communication, leadership, HR, project management and marketing. His 20+ year career across corporate L&D, education, retail and major international events provides current and broad industry skills across all eight streams of this qualification. LinkedIn Top Skills include Leadership and Management (confirmed via certification and employment). His profile describes a career centred on 'enabling individual and team strengths' and 'encouraging people to be better.'

Employment History – Industry Experience

Type	Organisation / Role	Description of Duties and Key Achievements	Hours/Basis	Start	End
EMP	Winning Academy – Winning Group	Head of Winning Academy, Talent & Experience Master Facilitator and Solutions Expert. 3 pillars: High Performing Teams (project-based learning in sales, leadership, customer service); Learning agency delivering curriculum and strategies; Blended learning hub for professional development.	38hrs/wk	Jan 2023	Current
EMP	Winning Group	Academy Lead – Learning, Education and Development Manager. Implemented programs and strategies across sales, customer service, teams, leadership and soft skills for the national Winning Group network.	38hrs/wk	Dec 2019	Dec 2022
EMP	Young Change Agents	Head of Learning. Collaborated with governments, schools, industry and communities on projects enabling young people to build social enterprises and make sustainable social impact.	Variable	Feb 2019	Dec 2019
EMP	ShareOnes Learning	Learning & Development Specialist. Tendering, curriculum design, technology implementation, client relationship management, project management, risk planning. Wrote curriculum for educational suppliers; developed project-based learning tools; mentored young people; connected learners with digital pathways.	Variable	Jul 2016	Nov 2019
EMP	NSW Education Standards Authority	HSC Marker – Business Studies (7 years).	Seasonal	Nov 2012	Nov 2019

Type	Organisation / Role	Description of Duties and Key Achievements	Hours/Basis	Start	End
EMP	Everything Business Studies	Author, Tutor and Mentor. Authored iBook Series (Key Words + Apple Case Study). Over 10,000 copies sold on iTunes, Kobo and Amazon. Presented at HSC Business Studies workshops.	Variable	Jan 2012	Nov 2019
EMP	St Vincent's College, Potts Point	HSIE Teacher & Innovation Lead / Acting Head of HSIE (2015–2017). Implemented LMS (Google Suite, OneDrive), led Learning Environments and Building Committees, established Coffee Queens social enterprise, mentored pre-service teachers from UTS, managed crisis response and risk management.	38hrs/wk	Jan 2015	Feb 2019
EMP	Atomi Education	Non-Executive Advisory Board Member. Advised on educational pedagogy, curriculum, learning environments and e-learning spaces. Delivered School Leaders Conference for NSW Government and Non-Government Schools.	Variable	May 2017	Feb 2018
EMP	University of Notre Dame Australia	HSC Lecturer. Delivered lectures to 300+ students per session covering HSC syllabus and innovative learning methods.	Variable	Jul 2013	Jul 2014
EMP	The Scots College	Senior HSIE and PDHPE Teacher / E-Learning and Library Services Coordinator / Boarding House Master. Implemented inaugural Mac rollover program, Moodle and Edumate LMS, coached 7 sports programs, led educational tours to USA (2010) and China (2012), mentored students with special needs.	38hrs/wk	2005	2014
EMP	ShareOnes Learning	Events Manager. Sydney Olympics 2000, Rugby World Cup 2003, UEFA Championships, Athens Olympics 2004. Hired and managed 500+ staff, managed venue operations, corporate liaison, retail management, created budgets, fulfilled governing body requirements.	38hrs/wk	Aug 2000	Apr 2005

Professional Development Activities

PD Activity	Status / Date
Staff Training & Development Meetings 2024 (February, April, July, October)	Completed / Ongoing
Board of Coalition for Sustainable Solutions (Non-Executive Member)	Active 2024–present
MBA Program Facilitation for teams and organisations (ongoing delivery)	Active – current role
ASQA e-Newsletter	Subscribed
VELG Training Newsletter	Subscribed
MR WED e-Newsletter	Subscribed
ASTDI Newsletter	Subscribed
SafeWork Australia Newsletter	Subscribed
Industry Skills Council newsletters (IBSA, Skills IQ, SIR, SIT, AHC packages)	Subscribed
LinkedIn Networking and Professional Development (500+ connections, active engagement)	Active – ongoing
LinkedIn Learning / Lynda.com – Blended Learning, Leadership, Communication, Critical Thinking series	Ongoing
Liaise with RTO Management and trainers on industry news and training package updates	Ongoing
Review of NVR Standards and Training Package Updates (AHC, BSB, SIT, SIR, TLI packages)	Ongoing
Qualification Validation and Moderation sessions with RTO	Ongoing
CPCWHS1001 – Prepare to Work Safely in the Construction Industry	Completed March 2024

Declaration

I declare that the information provided in this Qualification Mapping and Currency document is true and accurate to the best of my knowledge, and that I understand it will be used to support compliance with the Standards for Registered Training Organisations (RTOs) 2015, Clauses 1.13–1.16.

Trainer Signature: _____	Date: _____
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SECTION 4 – QUALIFICATION MAPPING AND CURRENCY

BSB42015 – Certificate IV in Leadership and Management

Trainer and Qualification Details

Trainer Name	Chris Tan
Qualification	BSB42015 – Certificate IV in Leadership and Management
State	NSW
Employment Status	Contractor
Current Roles	Head of Winning Academy Learning & Development Specialist – ShareOnes Learning
LinkedIn Profile	linkedin.com/in/christanaus
Email	shareoneslearning@gmail.com
Training / Assessing Position	Assessing
Holds Qualification	Yes
Mapped / Evidenced From	BSB40520 Certificate IV in Leadership and Management (Auschs) – Held. Supported by Executive MBA (Collège de Paris, 2025) and MED (UTS, 2018). LinkedIn certifications confirm Certificate IV in Leadership and Management held.

Preamble – NVR Standards 1.13–1.16

This document demonstrates the currency of vocational competency for this qualification in accordance with Standards for Registered Training Organisations (RTOs) 2015, Clauses 1.13, 1.14, 1.15 and 1.16. Evidence is drawn from the trainer's LinkedIn profile (linkedin.com/in/christanaus), LinkedIn certifications, Trainer Mapping Matrix spreadsheet, employment history and qualifications held.

Current industry skills may include: knowledge of and/or experience using the latest techniques and processes; high-level product knowledge; understanding of legislation relevant to the industry and employment; customer/client-oriented practice; formal industry and training qualifications; and training content that reflects current industry practice.

Trainer Qualifications Held

Qualification / Certificate / Education	Issuing Organisation	Date / Status
TAE40116 Certificate IV in Training and Assessment	RTO Leadership Institute	August 2026
TAE40110 Certificate IV in Training and Assessment	TAFE NSW	July 2011
Executive MBA – Business Administration and Management	Collège de Paris / ASCENCIA	April 2025
Master of Education (Learning and Leadership)	University of Technology Sydney	2018
Bachelor of Education (Human Movement and Health Education)	University of Sydney	1999
Diploma – Sports Marketing	APM College of Business and Communication	2001
IB Business Management Teaching Certificate	International Baccalaureate	2014
BSB40120 Certificate IV in Business	Auschs	Held
BSB40520 Certificate IV in Leadership and Management	Auschs	Held
BSB50215 Diploma of Business	Auschs	Held
BSB40420 Certificate IV in Human Resource Management	Auschs	Held
BSB41515 Certificate IV in Project Management Practice	Auschs	Held
BSB40820 Certificate IV in Marketing and Communication	Auschs	Held
CHC43315 Certificate IV in Mental Health	Auschs	Held

Qualification / Certificate / Education	Issuing Organisation	Date / Status
TLI30321 Certificate III in Supply Chain Operations	Auschs	Held
SIT40416 Certificate IV in Hospitality	Auschs	Held
AHC31120 Certificate III in Nursery Operations	Auschs	Held
CPCWHS1001 Prepare to Work Safely in the Construction Industry	RTO Safety Training	March 2024
BSB21017 Certificate II in Business	TAFE NSW	September 2011
First Aid Certificate	Registered Provider	Current
Community Coach Certification	Registered Provider	Current

Unit of Competency Mapping and Evidence

Evidence column sources: LinkedIn profile ([linkedin.com/in/christanaus](https://www.linkedin.com/in/christanaus)), LinkedIn certifications, Trainer Mapping Matrix spreadsheet, employment history. Colour: Green = Current UOC Held | Amber = Relevant units / equivalent competency | Red = Mapped via higher qualification or industry evidence.

Unit Code	Unit of Competency Title	Status	Evidence / Mapping Notes (sourced from LinkedIn profile, spreadsheet and employment history)
BSBPEF402	Develop personal work priorities	Yes	Held via BSB40520. LinkedIn profile documents Chris operating across multiple concurrent leadership responsibilities at Winning Academy, ShareOnes Learning and advisory board roles simultaneously. His Academy's '3 pillars' framework demonstrates systematic leadership priority management at an organisational level.
BSBPEF401	Manage personal health and wellbeing	Yes	Held via BSB40520. Chris holds a current First Aid Certificate (LinkedIn certifications) and has maintained a demanding leadership career across concurrent roles. He models personal wellbeing through his coaching practice at Winning Academy and has embedded wellbeing frameworks in L&D programs.
BSBXCM401	Apply communication strategies in the workplace	Yes	Held via BSB40520. Chris applies advanced communication strategies as Master Facilitator and Solutions Expert at Winning Academy, Advisory Board Member at Atomi Education, lecturer to 300+ students at Notre Dame, presenter at HSC workshops, and facilitator of MBA programs for organisations (all documented in LinkedIn profile).
BSBLDR412	Communicate effectively as a workplace leader	Yes	Held via BSB40520. Chris communicates at leadership level with executive sponsors, corporate clients, product partners, government agencies and community organisations (LinkedIn profile). He facilitates MBA programs for organisational leaders and has 500+ LinkedIn professional connections reflecting active leadership communication.
BSBLDR413	Lead effective workplace relationships	Yes	Held via BSB40520. Chris led workplace relationships as Academy Lead at Winning Group, Head of Learning at Young Change Agents, Advisory Board Member at Atomi Education, Acting Head of HSIE managing faculty and external agency relationships, and Boarding House Master managing staff and student welfare (LinkedIn profile).
BSBLDR414	Lead team effectiveness	Yes	Held via BSB40520. LinkedIn profile documents Winning Academy's core service as building High Performing Teams using project-based learning and Deep Sphere coaching. Chris directly coaches teams to build action plans and achieve measurable deliverables. He managed 500+ event staff teams at Olympic and Rugby World Cup events.
BSBXTW401	Lead and facilitate a team	Yes	Held via BSB40520. Chris leads the Winning Academy team, facilitates corporate teams via Deep Sphere methodology, managed 500+ event staff across four international sporting events, led HSIE faculty teams at St Vincent's College, and facilitates MBA programs for external organisational teams (LinkedIn profile).
BSBLDR411	Demonstrate leadership in the workplace	Yes	Held via BSB40520. Demonstrated across every role on LinkedIn: Head of Winning Academy (current), Academy Lead at Winning Group, Head of Learning, Acting Head of HSIE, Boarding House

Unit Code	Unit of Competency Title	Status	Evidence / Mapping Notes (sourced from LinkedIn profile, spreadsheet and employment history)
			Master, Advisory Board Member, Events Manager. LinkedIn certifications explicitly confirm Certificate IV in Leadership and Management.
BSBOPS402	Coordinate business operational plans	Yes	Held via BSB40520. As Academy Lead at Winning Group, Chris implemented 'programs and strategies to solve problems – be effective, adaptable and responsive to an ever changing environment' (LinkedIn profile). He coordinated operational plans for learning delivery across the Winning Group national retail and commercial network.
BSBWHS411	Implement and monitor WHS policies, procedures and programs	Yes	Held via BSB40520 and BSB40120. Applied across all employment contexts documented on LinkedIn. As Acting Head of HSIE, Chris maintained 'all compliance and risk management policies and procedures'. He holds CPCWHS1001 (March 2024), BSBWHS411, and managed WHS for 500+ staff at Sydney 2000 Olympics.
BSBOPS403	Apply business risk management processes	Yes	Applied as Events Manager for Sydney 2000 Olympics, Rugby World Cup 2003, UEFA Championships and Athens 2004 Olympics (risk management for 500+ staff under governing body requirements – LinkedIn profile). As Acting Head of HSIE at St Vincent's College, Chris led crisis response and management and maintained risk management policies.
BSBSTR401	Promote innovation in team environment	Yes	Held via BSB40520. Chris established the Coffee Queens social enterprise, piloted iOS app development with students, introduced project-based and portfolio-based learning, chaired Learning Environments and Building Committees at St Vincent's College, and introduced Deep Sphere coaching methodology at Winning Academy (all documented in LinkedIn profile).

Vocational Competency and Industry Currency Statement

Chris holds BSB40520 Certificate IV in Leadership and Management and an Executive MBA, and his LinkedIn certifications explicitly list 'Certificate IV Leadership and Management'. His career demonstrates 20+ years of progressive leadership across corporate L&D, education, retail training, events and social enterprise. His current role as Head of Winning Academy involves strategic leadership, team management, stakeholder communication and operational planning on a daily basis. He facilitates MBA programs for other organisations (LinkedIn profile) – demonstrating leadership competency at a level exceeding Certificate IV requirements.

Employment History – Industry Experience

Type	Organisation / Role	Description of Duties and Key Achievements	Hours/Basis	Start	End
EMP	Winning Academy – Winning Group	Head of Winning Academy, Talent & Experience Master Facilitator and Solutions Expert. 3 pillars: High Performing Teams (project-based learning in sales, leadership, customer service); Learning agency delivering curriculum and strategies; Blended learning hub for professional development.	38hrs/wk	Jan 2023	Current
EMP	Winning Group	Academy Lead – Learning, Education and Development Manager. Implemented programs and strategies across sales, customer service, teams, leadership and soft skills for the national Winning Group network.	38hrs/wk	Dec 2019	Dec 2022
EMP	Young Change Agents	Head of Learning. Collaborated with governments, schools, industry and communities on projects enabling young people to build social enterprises and make sustainable social impact.	Variable	Feb 2019	Dec 2019
EMP	ShareOnes Learning	Learning & Development Specialist. Tendering, curriculum design, technology implementation, client relationship management, project management, risk planning. Wrote curriculum for educational suppliers; developed project-based learning tools; mentored young people; connected learners with digital pathways.	Variable	Jul 2016	Nov 2019
EMP	NSW Education Standards Authority	HSC Marker – Business Studies (7 years).	Seasonal	Nov 2012	Nov 2019

Type	Organisation / Role	Description of Duties and Key Achievements	Hours/Basis	Start	End
EMP	Everything Business Studies	Author, Tutor and Mentor. Authored iBook Series (Key Words + Apple Case Study). Over 10,000 copies sold on iTunes, Kobo and Amazon. Presented at HSC Business Studies workshops.	Variable	Jan 2012	Nov 2019
EMP	St Vincent's College, Potts Point	HSIE Teacher & Innovation Lead / Acting Head of HSIE (2015–2017). Implemented LMS (Google Suite, OneDrive), led Learning Environments and Building Committees, established Coffee Queens social enterprise, mentored pre-service teachers from UTS, managed crisis response and risk management.	38hrs/wk	Jan 2015	Feb 2019
EMP	Atomi Education	Non-Executive Advisory Board Member. Advised on educational pedagogy, curriculum, learning environments and e-learning spaces. Delivered School Leaders Conference for NSW Government and Non-Government Schools.	Variable	May 2017	Feb 2018
EMP	University of Notre Dame Australia	HSC Lecturer. Delivered lectures to 300+ students per session covering HSC syllabus and innovative learning methods.	Variable	Jul 2013	Jul 2014
EMP	The Scots College	Senior HSIE and PDHPE Teacher / E-Learning and Library Services Coordinator / Boarding House Master. Implemented inaugural Mac rollover program, Moodle and Edumate LMS, coached 7 sports programs, led educational tours to USA (2010) and China (2012), mentored students with special needs.	38hrs/wk	2005	2014
EMP	ShareOnes Learning	Events Manager. Sydney Olympics 2000, Rugby World Cup 2003, UEFA Championships, Athens Olympics 2004. Hired and managed 500+ staff, managed venue operations, corporate liaison, retail management, created budgets, fulfilled governing body requirements.	38hrs/wk	Aug 2000	Apr 2005

Professional Development Activities

PD Activity	Status / Date
Staff Training & Development Meetings 2024 (February, April, July, October)	Completed / Ongoing
Board of Coalition for Sustainable Solutions (Non-Executive Member)	Active 2024–present
MBA Program Facilitation for teams and organisations (ongoing delivery)	Active – current role
ASQA e-Newsletter	Subscribed
VELG Training Newsletter	Subscribed
MR WED e-Newsletter	Subscribed
ASTDI Newsletter	Subscribed
SafeWork Australia Newsletter	Subscribed
Industry Skills Council newsletters (IBSA, Skills IQ, SIR, SIT, AHC packages)	Subscribed
LinkedIn Networking and Professional Development (500+ connections, active engagement)	Active – ongoing
LinkedIn Learning / Lynda.com – Blended Learning, Leadership, Communication, Critical Thinking series	Ongoing
Liaise with RTO Management and trainers on industry news and training package updates	Ongoing
Review of NVR Standards and Training Package Updates (AHC, BSB, SIT, SIR, TLI packages)	Ongoing
Qualification Validation and Moderation sessions with RTO	Ongoing
CPCWHS1001 – Prepare to Work Safely in the Construction Industry	Completed March 2024

Declaration

I declare that the information provided in this Qualification Mapping and Currency document is true and accurate to the best of my knowledge, and that I understand it will be used to support compliance with the Standards for Registered Training Organisations (RTOs) 2015, Clauses 1.13–1.16.

Trainer Signature: _____	Date: _____
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SECTION 4 – QUALIFICATION MAPPING AND CURRENCY

BSB30120 – Certificate III in Business

Trainer and Qualification Details

Trainer Name	Chris Tan
Qualification	BSB30120 – Certificate III in Business
State	NSW
Employment Status	Contractor
Current Roles	Head of Winning Academy Learning & Development Specialist – ShareOnes Learning
LinkedIn Profile	linkedin.com/in/christanaus
Email	shareoneslearning@gmail.com
Training / Assessing Position	Assessing
Holds Qualification	Yes
Mapped / Evidenced From	BSB40120 Certificate IV in Business (Auschs) – Holds qualification at a higher level, encompassing all Certificate III in Business units.

Preamble – NVR Standards 1.13–1.16

This document demonstrates the currency of vocational competency for this qualification in accordance with Standards for Registered Training Organisations (RTOs) 2015, Clauses 1.13, 1.14, 1.15 and 1.16. Evidence is drawn from the trainer's LinkedIn profile (linkedin.com/in/christanaus), LinkedIn certifications, Trainer Mapping Matrix spreadsheet, employment history and qualifications held.

Current industry skills may include: knowledge of and/or experience using the latest techniques and processes; high-level product knowledge; understanding of legislation relevant to the industry and employment; customer/client-oriented practice; formal industry and training qualifications; and training content that reflects current industry practice.

Trainer Qualifications Held

Qualification / Certificate / Education	Issuing Organisation	Date / Status
TAE40116 Certificate IV in Training and Assessment	RTO Leadership Institute	August 2026
TAE40110 Certificate IV in Training and Assessment	TAFE NSW	July 2011
Executive MBA – Business Administration and Management	Collège de Paris / ASCENCIA	April 2025
Master of Education (Learning and Leadership)	University of Technology Sydney	2018
Bachelor of Education (Human Movement and Health Education)	University of Sydney	1999
Diploma – Sports Marketing	APM College of Business and Communication	2001
IB Business Management Teaching Certificate	International Baccalaureate	2014
BSB40120 Certificate IV in Business	Auschs	Held
BSB40520 Certificate IV in Leadership and Management	Auschs	Held
BSB50215 Diploma of Business	Auschs	Held
BSB40420 Certificate IV in Human Resource Management	Auschs	Held
BSB41515 Certificate IV in Project Management Practice	Auschs	Held
BSB40820 Certificate IV in Marketing and Communication	Auschs	Held
CHC43315 Certificate IV in Mental Health	Auschs	Held
TLI30321 Certificate III in Supply Chain Operations	Auschs	Held

Qualification / Certificate / Education	Issuing Organisation	Date / Status
SIT40416 Certificate IV in Hospitality	Auschs	Held
AHC31120 Certificate III in Nursery Operations	Auschs	Held
CPCWHS1001 Prepare to Work Safely in the Construction Industry	RTO Safety Training	March 2024
BSB21017 Certificate II in Business	TAFE NSW	September 2011
First Aid Certificate	Registered Provider	Current
Community Coach Certification	Registered Provider	Current

Unit of Competency Mapping and Evidence

Evidence column sources: LinkedIn profile (linkedin.com/in/christanaus), LinkedIn certifications, Trainer Mapping Matrix spreadsheet, employment history. Colour: Green = Current UOC Held | Amber = Relevant units / equivalent competency | Red = Mapped via higher qualification or industry evidence.

Unit Code	Unit of Competency Title	Status	Evidence / Mapping Notes (sourced from LinkedIn profile, spreadsheet and employment history)
BSBCRT311	Apply critical thinking skills in a team environment	Yes	Higher level held via BSB40120. Chris applies team-based critical thinking as Master Facilitator at Winning Academy (using Deep Sphere methodology to develop evidence-based solutions with teams), as Acting Head of HSIE ('challenged the status quo' – LinkedIn profile), and in his curriculum innovation work at ShareOnes Learning.
BSBSUS211	Participate in sustainable work practices	Yes	Chris is a Board Member of the Coalition for Sustainable Solutions (joined 2024 – LinkedIn profile posts). He integrates sustainability principles into L&D program design at ShareOnes Learning and Winning Academy. His MED (UTS) included environmental sustainability in educational leadership.
BSBPEF201	Support personal wellbeing in the workplace	Yes	Chris supports colleague and learner wellbeing through Winning Academy's coaching programs, through pastoral care roles at The Scots College (Boarding House Master) and St Vincent's College, and through his CHC43315 Certificate IV in Mental Health qualification (Auschs). Mental Health is listed as a Top Skill on his LinkedIn profile.
BSBTWK301	Use inclusive work practices	Yes	Higher level held via BSB40120. Chris applied inclusive work practices with special needs students at The Scots College ('equipping non academic and special needs students' – LinkedIn profile), with diverse student cohorts across his teaching career, at Young Change Agents (young people from disadvantaged communities), and in multicultural event contexts (Sydney Olympics, Rugby World Cup).
BSBPEF301	Organise personal work priorities	Yes	Higher level held via BSB40120. Chris managed complex concurrent workloads across multiple simultaneous roles (HSC Marker + Author + Teacher + ShareOnes Learning – all documented on LinkedIn). His current role as Head of Winning Academy requires systematic priority management across multiple client engagements and delivery streams.
BSBTEC202	Use digital technologies to communicate in a work environment	Yes	Higher level held via BSB40120. Chris implemented Google Suite, OneDrive, Moodle, Edumate, Canvas and iOS platforms across multiple organisations (LinkedIn profile). He developed a mobile financial literacy app at ShareOnes Learning and connected learners with 'digital pathways including iOS app development' (LinkedIn profile, St Vincent's role).
BSBWRT311	Write simple documents	Yes	Higher level held via BSB40120. Chris writes at a substantially higher level – published iBook author (10,000+ copies sold on iTunes, Kobo and Amazon), curriculum developer, strategic plan author, tender writer and research report author. His MED thesis demonstrates postgraduate academic writing capability.
BSBWHS311	Assist with maintaining workplace safety	Yes	Applied across all work environments: schools (NESA WHS compliance), international events (Sydney Olympics WHS requirements, 500+ staff), corporate (Winning Group WHS policies). Chris holds CPCWHS1001 (March 2024) and BSBWHS411 via BSB40120/BSB40420. As Acting Head of HSIE, he maintained all compliance and risk management policies (LinkedIn profile).

Unit Code	Unit of Competency Title	Status	Evidence / Mapping Notes (sourced from LinkedIn profile, spreadsheet and employment history)
BSBXC301	Engage in workplace communication	Yes	Higher level held via BSB40120. Chris engages in workplace communication at an advanced level: facilitating corporate teams, lecturing to 300+ students at Notre Dame, presenting at HSC workshops, advising at board level (Atomi Education, Coalition for Sustainable Solutions), and managing international event stakeholders (LinkedIn profile).
SIRXCEG002	Assist with customer difficulties – Customer Service Stream	Yes	Applied in Winning Academy client management and in Events Manager role where Chris acted as 'corporate liaison manager' (LinkedIn profile) managing escalations from governing bodies and corporate sponsors at Sydney Olympics, Rugby World Cup 2003, UEFA Championships and Athens Olympics 2004.
BSBOPS305	Process customer complaints	Yes	Applied as Events Manager managing complaints and escalations from corporate partners and governing bodies at four international sporting events (LinkedIn profile). Applied in Winning Academy client relationship management. Higher level competency held via BSB40120.
SIRXSLS003	Achieve sales results – Sales Stream	Yes	Chris has achieved commercial sales results throughout his career: 10,000+ iBook copies sold across three global platforms (LinkedIn profile), tendering for new business at ShareOnes Learning (listed key responsibility – LinkedIn profile), and driving commercial performance through Winning Academy's sales training programs for Winning Group's retail teams.
SIRXPDK001	Advise on products and services	Yes	Chris advises on L&D products and services as a core function of his Academy role. His Events Manager role included 'retail management' (LinkedIn profile) and advising on products and services for venue retail operations at four international sporting events.
BSBLDR301	Support effective workplace relationships – Leadership Stream	Yes	Higher level held via BSB40120. Chris supported effective workplace relationships through mentoring pre-service teachers from UTS (St Vincent's College – LinkedIn profile), establishing the Coffee Queens project, advising at Atomi Education, and coaching corporate teams at Winning Academy.
BSBXTW401	Lead and facilitate a team	Yes	Higher level held via BSB40120/BSB40520. Chris facilitates teams as Master Facilitator at Winning Academy and has led teams across every employment context documented on LinkedIn, from 500+ event staff at Sydney Olympics to faculty teams at St Vincent's College.

Vocational Competency and Industry Currency Statement

Chris holds BSB40120 Certificate IV in Business and an Executive MBA, both fully encompassing all Certificate III in Business competencies at a higher level. His career provides extensive current vocational currency across all Certificate III business streams through 20+ years of applied business practice across corporate L&D, education, retail training, publishing and international events management.

Employment History – Industry Experience

Type	Organisation / Role	Description of Duties and Key Achievements	Hours/Basis	Start	End
EMP	Winning Academy – Winning Group	Head of Winning Academy, Talent & Experience Master Facilitator and Solutions Expert. 3 pillars: High Performing Teams (project-based learning in sales, leadership, customer service); Learning agency delivering curriculum and strategies; Blended learning hub for professional development.	38hrs/wk	Jan 2023	Current
EMP	Winning Group	Academy Lead – Learning, Education and Development Manager. Implemented programs and strategies across sales, customer service, teams, leadership and soft skills for the national Winning Group network.	38hrs/wk	Dec 2019	Dec 2022
EMP	Young Change Agents	Head of Learning. Collaborated with governments, schools, industry and communities on projects enabling young people to build social enterprises and make sustainable social impact.	Variable	Feb 2019	Dec 2019

Type	Organisation / Role	Description of Duties and Key Achievements	Hours/Basis	Start	End
EMP	ShareOnes Learning	Learning & Development Specialist. Tendering, curriculum design, technology implementation, client relationship management, project management, risk planning. Wrote curriculum for educational suppliers; developed project-based learning tools; mentored young people; connected learners with digital pathways.	Variable	Jul 2016	Nov 2019
EMP	NSW Education Standards Authority	HSC Marker – Business Studies (7 years).	Seasonal	Nov 2012	Nov 2019
EMP	Everything Business Studies	Author, Tutor and Mentor. Authored iBook Series (Key Words + Apple Case Study). Over 10,000 copies sold on iTunes, Kobo and Amazon. Presented at HSC Business Studies workshops.	Variable	Jan 2012	Nov 2019
EMP	St Vincent's College, Potts Point	HSIE Teacher & Innovation Lead / Acting Head of HSIE (2015–2017). Implemented LMS (Google Suite, OneDrive), led Learning Environments and Building Committees, established Coffee Queens social enterprise, mentored pre-service teachers from UTS, managed crisis response and risk management.	38hrs/wk	Jan 2015	Feb 2019
EMP	Atomi Education	Non-Executive Advisory Board Member. Advised on educational pedagogy, curriculum, learning environments and e-learning spaces. Delivered School Leaders Conference for NSW Government and Non-Government Schools.	Variable	May 2017	Feb 2018
EMP	University of Notre Dame Australia	HSC Lecturer. Delivered lectures to 300+ students per session covering HSC syllabus and innovative learning methods.	Variable	Jul 2013	Jul 2014
EMP	The Scots College	Senior HSIE and PDHPE Teacher / E-Learning and Library Services Coordinator / Boarding House Master. Implemented inaugural Mac rollover program, Moodle and Edumate LMS, coached 7 sports programs, led educational tours to USA (2010) and China (2012), mentored students with special needs.	38hrs/wk	2005	2014
EMP	ShareOnes Learning	Events Manager. Sydney Olympics 2000, Rugby World Cup 2003, UEFA Championships, Athens Olympics 2004. Hired and managed 500+ staff, managed venue operations, corporate liaison, retail management, created budgets, fulfilled governing body requirements.	38hrs/wk	Aug 2000	Apr 2005

Professional Development Activities

PD Activity	Status / Date
Staff Training & Development Meetings 2024 (February, April, July, October)	Completed / Ongoing
Board of Coalition for Sustainable Solutions (Non-Executive Member)	Active 2024–present
MBA Program Facilitation for teams and organisations (ongoing delivery)	Active – current role
ASQA e-Newsletter	Subscribed
VELG Training Newsletter	Subscribed
MR WED e-Newsletter	Subscribed
ASTDI Newsletter	Subscribed
SafeWork Australia Newsletter	Subscribed
Industry Skills Council newsletters (IBSA, Skills IQ, SIR, SIT, AHC packages)	Subscribed
LinkedIn Networking and Professional Development (500+ connections, active engagement)	Active – ongoing
LinkedIn Learning / Lynda.com – Blended Learning, Leadership, Communication, Critical Thinking series	Ongoing
Liaise with RTO Management and trainers on industry news and training package updates	Ongoing
Review of NVR Standards and Training Package Updates (AHC, BSB, SIT, SIR, TLI packages)	Ongoing
Qualification Validation and Moderation sessions with RTO	Ongoing

PD Activity	Status / Date
CPCWHS1001 – Prepare to Work Safely in the Construction Industry	Completed March 2024

Declaration

I declare that the information provided in this Qualification Mapping and Currency document is true and accurate to the best of my knowledge, and that I understand it will be used to support compliance with the Standards for Registered Training Organisations (RTOs) 2015, Clauses 1.13–1.16.

Trainer Signature: _____	Date: _____
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SECTION 4 – QUALIFICATION MAPPING AND CURRENCY

BSB40820 – Certificate IV in Marketing and Communication

Trainer and Qualification Details

Trainer Name	Chris Tan
Qualification	BSB40820 – Certificate IV in Marketing and Communication
State	NSW
Employment Status	Contractor
Current Roles	Head of Winning Academy Learning & Development Specialist – ShareOnes Learning
LinkedIn Profile	linkedin.com/in/christanaus
Email	shareoneslearning@gmail.com
Training / Assessing Position	Assessing
Holds Qualification	Yes
Mapped / Evidenced From	BSB40820 Certificate IV in Marketing and Communication (Auschs) – Held. LinkedIn certifications confirm 'Certificate IV Marketing and Communication' is held.

Preamble – NVR Standards 1.13–1.16

This document demonstrates the currency of vocational competency for this qualification in accordance with Standards for Registered Training Organisations (RTOs) 2015, Clauses 1.13, 1.14, 1.15 and 1.16. Evidence is drawn from the trainer's LinkedIn profile (linkedin.com/in/christanaus), LinkedIn certifications, Trainer Mapping Matrix spreadsheet, employment history and qualifications held.

Current industry skills may include: knowledge of and/or experience using the latest techniques and processes; high-level product knowledge; understanding of legislation relevant to the industry and employment; customer/client-oriented practice; formal industry and training qualifications; and training content that reflects current industry practice.

Trainer Qualifications Held

Qualification / Certificate / Education	Issuing Organisation	Date / Status
TAE40116 Certificate IV in Training and Assessment	RTO Leadership Institute	August 2026
TAE40110 Certificate IV in Training and Assessment	TAFE NSW	July 2011
Executive MBA – Business Administration and Management	Collège de Paris / ASCENCIA	April 2025
Master of Education (Learning and Leadership)	University of Technology Sydney	2018
Bachelor of Education (Human Movement and Health Education)	University of Sydney	1999
Diploma – Sports Marketing	APM College of Business and Communication	2001
IB Business Management Teaching Certificate	International Baccalaureate	2014
BSB40120 Certificate IV in Business	Auschs	Held
BSB40520 Certificate IV in Leadership and Management	Auschs	Held
BSB50215 Diploma of Business	Auschs	Held
BSB40420 Certificate IV in Human Resource Management	Auschs	Held
BSB41515 Certificate IV in Project Management Practice	Auschs	Held
BSB40820 Certificate IV in Marketing and Communication	Auschs	Held
CHC43315 Certificate IV in Mental Health	Auschs	Held
TLI30321 Certificate III in Supply Chain Operations	Auschs	Held

Qualification / Certificate / Education	Issuing Organisation	Date / Status
SIT40416 Certificate IV in Hospitality	Auschs	Held
AHC31120 Certificate III in Nursery Operations	Auschs	Held
CPCWHS1001 Prepare to Work Safely in the Construction Industry	RTO Safety Training	March 2024
BSB21017 Certificate II in Business	TAFE NSW	September 2011
First Aid Certificate	Registered Provider	Current
Community Coach Certification	Registered Provider	Current

Unit of Competency Mapping and Evidence

Evidence column sources: LinkedIn profile ([linkedin.com/in/christanaus](https://www.linkedin.com/in/christanaus)), LinkedIn certifications, Trainer Mapping Matrix spreadsheet, employment history. Colour: Green = Current UOC Held | Amber = Relevant units / equivalent competency | Red = Mapped via higher qualification or industry evidence.

Unit Code	Unit of Competency Title	Status	Evidence / Mapping Notes (sourced from LinkedIn profile, spreadsheet and employment history)
BSBTEC404	Use digital technologies to collaborate in a work environment	Yes	Held via BSB40820. LinkedIn profile documents Chris implementing collaborative digital platforms (Google Suite, OneDrive, Canvas, Moodle, iOS) across multiple organisations. He developed a financial literacy mobile app at ShareOnes Learning. At Winning Academy he uses technology to deliver blended learning programs for corporate clients.
BSBWRT411	Write complex documents	Yes	Held via BSB40820. Chris authored the Everything Business Studies iBook Series sold on iTunes, Kobo and Amazon (10,000+ copies – LinkedIn profile). He writes curriculum documents, tender submissions, strategic plans and research reports. His MED thesis and MBA academic work demonstrate postgraduate writing currency.
BSBXCM401	Apply communication strategies in the workplace	Yes	Held via BSB40820. Chris applies communication strategies as Master Facilitator, published author, HSC Lecturer (300+ students/session – LinkedIn profile), Advisory Board Member and corporate trainer. His LinkedIn summary describes his vision as one where 'collaborations and dialogue will enable people to create their own opportunities and success stories.'
BSBXCM301	Engage in workplace communication	Yes	Held via BSB40820. Chris engages in workplace communication at all levels: from frontline retail staff through to executive and board level, across corporate, education, government and community sectors throughout his career documented on LinkedIn.
BSBCMM411	Make presentations	Yes	Chris makes presentations across his career: HSC Lecturer at Notre Dame (300+ students/session – LinkedIn profile), HSC Business Studies workshops for students and teachers, School Leaders Conference delivery at Atomi Education, and regular facilitation sessions at Winning Academy for corporate client teams.
BSBCRT412	Articulate, present and debate ideas	Yes	Chris articulates and debates ideas at a high level: as published author of educational content, as Advisory Board Member at Atomi Education advising on educational pedagogy, as Board Member of the Coalition for Sustainable Solutions, and as MBA program facilitator for external organisations (LinkedIn profile).
BSBTWK401	Build and maintain business relationships	Yes	Held via BSB40820. Chris maintains multi-stakeholder business relationships with Winning Group executive, corporate clients, educational institutions, governing bodies and product suppliers. At ShareOnes Learning, 'client relationship management' was a listed key responsibility (LinkedIn profile). He has 500+ LinkedIn professional connections.
BSBMKG435	Analyse consumer behaviour	Yes	Held via BSB40820. Chris analysed consumer and learner behaviour to design and market the Everything Business Studies iBook Series across three global platforms (10,000+ sales demonstrating market understanding – LinkedIn profile). His Executive MBA covered consumer analysis and his Academy role requires ongoing market intelligence for L&D product positioning.

Unit Code	Unit of Competency Title	Status	Evidence / Mapping Notes (sourced from LinkedIn profile, spreadsheet and employment history)
BSBMKG431	Assess marketing opportunities	Yes	Held via BSB40820. Chris assessed marketing opportunities for his iBook Series across iTunes, Kobo and Amazon platforms (LinkedIn profile). At Winning Academy he assesses market opportunities for L&D service offerings. At ShareOnes Learning, 'tendering for new business' (LinkedIn profile) required continuous marketing opportunity assessment.
BSBMKG433	Undertake marketing activities	Yes	Held via BSB40820. Chris undertook marketing activities to achieve 10,000+ iBook sales on three global platforms (LinkedIn profile). At Winning Academy he actively markets and promotes L&D services to corporate clients. At ShareOnes Learning his key responsibility included tendering for new business (LinkedIn profile).
BSBMKG434	Promote products and services	Yes	Held via BSB40820. LinkedIn certifications confirm 'Certificate IV Marketing and Communication' is held. Chris promotes Winning Academy's L&D products and services. Events Manager role involved 'retail management' at international sporting venues (LinkedIn profile). He published and marketed educational content across global digital platforms achieving 10,000+ sales.
BSBMKG439	Develop and apply knowledge of communications industry	Yes	Held via BSB40820. Chris's career in educational content publishing, digital platform distribution (iTunes, Kobo, Amazon), corporate L&D marketing, event communications management (Sydney Olympics, Rugby World Cup) and his IB Business Management Teaching Certificate and Executive MBA provide broad, current knowledge of the communications industry.

Vocational Competency and Industry Currency Statement

Chris holds BSB40820 Certificate IV in Marketing and Communication, explicitly confirmed in his LinkedIn certifications. His career demonstrates applied marketing and communication skills across publishing (10,000+ iBooks sold on three global platforms), corporate L&D product promotion, events marketing at international sporting events, educational content authorship, and digital platform marketing. His Executive MBA covered advanced marketing strategy and consumer analysis.

Employment History – Industry Experience

Type	Organisation / Role	Description of Duties and Key Achievements	Hours/Basis	Start	End
EMP	Winning Academy – Winning Group	Head of Winning Academy, Talent & Experience Master Facilitator and Solutions Expert. 3 pillars: High Performing Teams (project-based learning in sales, leadership, customer service); Learning agency delivering curriculum and strategies; Blended learning hub for professional development.	38hrs/wk	Jan 2023	Current
EMP	Winning Group	Academy Lead – Learning, Education and Development Manager. Implemented programs and strategies across sales, customer service, teams, leadership and soft skills for the national Winning Group network.	38hrs/wk	Dec 2019	Dec 2022
EMP	Young Change Agents	Head of Learning. Collaborated with governments, schools, industry and communities on projects enabling young people to build social enterprises and make sustainable social impact.	Variable	Feb 2019	Dec 2019
EMP	ShareOnes Learning	Learning & Development Specialist. Tendering, curriculum design, technology implementation, client relationship management, project management, risk planning. Wrote curriculum for educational suppliers; developed project-based learning tools; mentored young people; connected learners with digital pathways.	Variable	Jul 2016	Nov 2019
EMP	NSW Education Standards Authority	HSC Marker – Business Studies (7 years).	Seasonal	Nov 2012	Nov 2019
EMP	Everything Business Studies	Author, Tutor and Mentor. Authored iBook Series (Key Words + Apple Case Study). Over 10,000 copies sold on iTunes, Kobo and Amazon. Presented at HSC Business Studies workshops.	Variable	Jan 2012	Nov 2019

Type	Organisation / Role	Description of Duties and Key Achievements	Hours/Basis	Start	End
EMP	St Vincent's College, Potts Point	HSIE Teacher & Innovation Lead / Acting Head of HSIE (2015–2017). Implemented LMS (Google Suite, OneDrive), led Learning Environments and Building Committees, established Coffee Queens social enterprise, mentored pre-service teachers from UTS, managed crisis response and risk management.	38hrs/wk	Jan 2015	Feb 2019
EMP	Atomi Education	Non-Executive Advisory Board Member. Advised on educational pedagogy, curriculum, learning environments and e-learning spaces. Delivered School Leaders Conference for NSW Government and Non-Government Schools.	Variable	May 2017	Feb 2018
EMP	University of Notre Dame Australia	HSC Lecturer. Delivered lectures to 300+ students per session covering HSC syllabus and innovative learning methods.	Variable	Jul 2013	Jul 2014
EMP	The Scots College	Senior HSIE and PDHPE Teacher / E-Learning and Library Services Coordinator / Boarding House Master. Implemented inaugural Mac rollover program, Moodle and Edumate LMS, coached 7 sports programs, led educational tours to USA (2010) and China (2012), mentored students with special needs.	38hrs/wk	2005	2014
EMP	ShareOnes Learning	Events Manager. Sydney Olympics 2000, Rugby World Cup 2003, UEFA Championships, Athens Olympics 2004. Hired and managed 500+ staff, managed venue operations, corporate liaison, retail management, created budgets, fulfilled governing body requirements.	38hrs/wk	Aug 2000	Apr 2005

Professional Development Activities

PD Activity	Status / Date
Staff Training & Development Meetings 2024 (February, April, July, October)	Completed / Ongoing
Board of Coalition for Sustainable Solutions (Non-Executive Member)	Active 2024–present
MBA Program Facilitation for teams and organisations (ongoing delivery)	Active – current role
ASQA e-Newsletter	Subscribed
VELG Training Newsletter	Subscribed
MR WED e-Newsletter	Subscribed
ASTDI Newsletter	Subscribed
SafeWork Australia Newsletter	Subscribed
Industry Skills Council newsletters (IBSA, Skills IQ, SIR, SIT, AHC packages)	Subscribed
LinkedIn Networking and Professional Development (500+ connections, active engagement)	Active – ongoing
LinkedIn Learning / Lynda.com – Blended Learning, Leadership, Communication, Critical Thinking series	Ongoing
Liaise with RTO Management and trainers on industry news and training package updates	Ongoing
Review of NVR Standards and Training Package Updates (AHC, BSB, SIT, SIR, TLI packages)	Ongoing
Qualification Validation and Moderation sessions with RTO	Ongoing
CPCWHS1001 – Prepare to Work Safely in the Construction Industry	Completed March 2024

Declaration

I declare that the information provided in this Qualification Mapping and Currency document is true and accurate to the best of my knowledge, and that I understand it will be used to support compliance with the Standards for Registered Training Organisations (RTOs) 2015, Clauses 1.13–1.16.

Trainer Signature: _____	Date: _____
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SECTION 4 – QUALIFICATION MAPPING AND CURRENCY

BSB40920 – Certificate IV in Project Management Practice

Trainer and Qualification Details

Trainer Name	Chris Tan
Qualification	BSB40920 – Certificate IV in Project Management Practice
State	NSW
Employment Status	Contractor
Current Roles	Head of Winning Academy Learning & Development Specialist – ShareOnes Learning
LinkedIn Profile	linkedin.com/in/christanaus
Email	shareoneslearning@gmail.com
Training / Assessing Position	Assessing
Holds Qualification	Yes
Mapped / Evidenced From	BSB41515 Certificate IV in Project Management Practice (Auschs) – equivalent predecessor qualification held.

Preamble – NVR Standards 1.13–1.16

This document demonstrates the currency of vocational competency for this qualification in accordance with Standards for Registered Training Organisations (RTOs) 2015, Clauses 1.13, 1.14, 1.15 and 1.16. Evidence is drawn from the trainer's LinkedIn profile (linkedin.com/in/christanaus), LinkedIn certifications, Trainer Mapping Matrix spreadsheet, employment history and qualifications held.

Current industry skills may include: knowledge of and/or experience using the latest techniques and processes; high-level product knowledge; understanding of legislation relevant to the industry and employment; customer/client-oriented practice; formal industry and training qualifications; and training content that reflects current industry practice.

Trainer Qualifications Held

Qualification / Certificate / Education	Issuing Organisation	Date / Status
TAE40116 Certificate IV in Training and Assessment	RTO Leadership Institute	August 2026
TAE40110 Certificate IV in Training and Assessment	TAFE NSW	July 2011
Executive MBA – Business Administration and Management	Collège de Paris / ASCENCIA	April 2025
Master of Education (Learning and Leadership)	University of Technology Sydney	2018
Bachelor of Education (Human Movement and Health Education)	University of Sydney	1999
Diploma – Sports Marketing	APM College of Business and Communication	2001
IB Business Management Teaching Certificate	International Baccalaureate	2014
BSB40120 Certificate IV in Business	Auschs	Held
BSB40520 Certificate IV in Leadership and Management	Auschs	Held
BSB50215 Diploma of Business	Auschs	Held
BSB40420 Certificate IV in Human Resource Management	Auschs	Held
BSB41515 Certificate IV in Project Management Practice	Auschs	Held
BSB40820 Certificate IV in Marketing and Communication	Auschs	Held
CHC43315 Certificate IV in Mental Health	Auschs	Held
TLI30321 Certificate III in Supply Chain Operations	Auschs	Held

Qualification / Certificate / Education	Issuing Organisation	Date / Status
SIT40416 Certificate IV in Hospitality	Auschs	Held
AHC31120 Certificate III in Nursery Operations	Auschs	Held
CPCWHS1001 Prepare to Work Safely in the Construction Industry	RTO Safety Training	March 2024
BSB21017 Certificate II in Business	TAFE NSW	September 2011
First Aid Certificate	Registered Provider	Current
Community Coach Certification	Registered Provider	Current

Unit of Competency Mapping and Evidence

Evidence column sources: LinkedIn profile ([linkedin.com/in/christanaus](https://www.linkedin.com/in/christanaus)), LinkedIn certifications, Trainer Mapping Matrix spreadsheet, employment history. Colour: Green = Current UOC Held | Amber = Relevant units / equivalent competency | Red = Mapped via higher qualification or industry evidence.

Unit Code	Unit of Competency Title	Status	Evidence / Mapping Notes (sourced from LinkedIn profile, spreadsheet and employment history)
BSBPMG425	Apply project information management and communication techniques	Yes	Held via BSB41515. Chris managed project information and communications as Events Manager for Sydney Olympics 2000 and Rugby World Cup 2003 (500+ staff, governing bodies, corporate sponsors – LinkedIn profile). At ShareOnes Learning, 'implementation of new technology and processes' and 'coordinating implementation of client strategic plans' required advanced project information management (LinkedIn profile).
BSBOPS405	Organise business meetings	Yes	Chris organised meetings at board level (Atomi Education Advisory Board, Coalition for Sustainable Solutions – LinkedIn profile), faculty level (HSIE department, St Vincent's College), corporate level (Winning Academy client engagements), and international events governance level (Olympic and Rugby World Cup governing bodies – LinkedIn profile).
BSBPMG420	Apply project scope management techniques	Yes	Held via BSB41515. Chris managed project scope for the Learning Environments Committee and Building Committee at St Vincent's College (from research through to funded implementation – LinkedIn profile), curriculum development projects at ShareOnes Learning, and event venue operations at Sydney 2000 Olympics and Rugby World Cup 2003.
BSBPMG421	Apply project time management techniques	Yes	Held via BSB41515. Chris managed complex concurrent project timelines throughout his career – simultaneous teaching, authorship, HSC marking and ShareOnes work documented on LinkedIn. His Events Manager role required precise timeline management for four international sporting events governed by strict governing body deadlines.
BSBPMG422	Apply project quality management techniques	Yes	Held via BSB41515. Chris applied quality management as HSC Marker for NSW Education Standards Authority (applying rigorous NESA quality standards for 7 years – LinkedIn profile), in iBook publication (editorial standards for commercial release achieving 10,000+ sales), and in Winning Academy program evaluation and continuous improvement.
BSBPMG423	Apply project cost techniques	Yes	Held via BSB41515. As Events Manager, Chris 'created budgets and fulfilled requirements set by governing bodies' for Sydney Olympics 2000, Rugby World Cup 2003 and Athens Olympics 2004 (LinkedIn profile). His Executive MBA curriculum covered financial management and project costing. At ShareOnes Learning he developed financial literacy programs.
BSBPMG424	Apply project HR management approaches	Yes	Held via BSB41515. Chris managed 500+ staff across Sydney 2000 Olympics, Rugby World Cup 2003, UEFA Championships and Athens Olympics 2004 (LinkedIn profile). He led HSIE faculty teams at St Vincent's College, manages the Winning Academy trainer and facilitator network, and led the Young Change Agents learning team.
BSBTEC404	Use digital technologies to collaborate in a work environment	Yes	Chris uses digital technologies for project collaboration: implementing Google Suite, Moodle, Canvas and OneDrive for project management across multiple organisations (LinkedIn profile). At Winning Academy

Unit Code	Unit of Competency Title	Status	Evidence / Mapping Notes (sourced from LinkedIn profile, spreadsheet and employment history)
			he uses technology to manage and deliver projects for corporate clients, including blended learning program coordination.
BSBWRT411	Write complex documents	Yes	Chris writes complex project documentation including curriculum development plans, tender documents, strategic plans, risk management frameworks and research reports. He is a published author of complex educational content (10,000+ eBook sales – LinkedIn profile). His MED thesis and Executive MBA provide postgraduate document writing currency.

Vocational Competency and Industry Currency Statement

Chris holds BSB41515 Certificate IV in Project Management Practice (the direct predecessor to BSB40920 – Auschs). His career demonstrates extensive applied project management: coordinating major international sporting events (Sydney 2000 Olympics, Rugby World Cup 2003), leading curriculum development projects at ShareOnes Learning, managing the Learning Environments and Building Committee projects at St Vincent's College, and overseeing Winning Academy's multi-client project delivery portfolio.

Employment History – Industry Experience

Type	Organisation / Role	Description of Duties and Key Achievements	Hours/Basis	Start	End
EMP	Winning Academy – Winning Group	Head of Winning Academy, Talent & Experience Master Facilitator and Solutions Expert. 3 pillars: High Performing Teams (project-based learning in sales, leadership, customer service); Learning agency delivering curriculum and strategies; Blended learning hub for professional development.	38hrs/wk	Jan 2023	Current
EMP	Winning Group	Academy Lead – Learning, Education and Development Manager. Implemented programs and strategies across sales, customer service, teams, leadership and soft skills for the national Winning Group network.	38hrs/wk	Dec 2019	Dec 2022
EMP	Young Change Agents	Head of Learning. Collaborated with governments, schools, industry and communities on projects enabling young people to build social enterprises and make sustainable social impact.	Variable	Feb 2019	Dec 2019
EMP	ShareOnes Learning	Learning & Development Specialist. Tendering, curriculum design, technology implementation, client relationship management, project management, risk planning. Wrote curriculum for educational suppliers; developed project-based learning tools; mentored young people; connected learners with digital pathways.	Variable	Jul 2016	Nov 2019
EMP	NSW Education Standards Authority	HSC Marker – Business Studies (7 years).	Seasonal	Nov 2012	Nov 2019
EMP	Everything Business Studies	Author, Tutor and Mentor. Authored eBook Series (Key Words + Apple Case Study). Over 10,000 copies sold on iTunes, Kobo and Amazon. Presented at HSC Business Studies workshops.	Variable	Jan 2012	Nov 2019
EMP	St Vincent's College, Potts Point	HSIE Teacher & Innovation Lead / Acting Head of HSIE (2015–2017). Implemented LMS (Google Suite, OneDrive), led Learning Environments and Building Committees, established Coffee Queens social enterprise, mentored pre-service teachers from UTS, managed crisis response and risk management.	38hrs/wk	Jan 2015	Feb 2019
EMP	Atomi Education	Non-Executive Advisory Board Member. Advised on educational pedagogy, curriculum, learning environments and e-learning spaces. Delivered School Leaders Conference for NSW Government and Non-Government Schools.	Variable	May 2017	Feb 2018
EMP	University of Notre Dame Australia	HSC Lecturer. Delivered lectures to 300+ students per session covering HSC syllabus and innovative learning methods.	Variable	Jul 2013	Jul 2014
EMP	The Scots College	Senior HSIE and PDHPE Teacher / E-Learning and Library Services Coordinator / Boarding House Master. Implemented	38hrs/wk	2005	2014

Type	Organisation / Role	Description of Duties and Key Achievements	Hours/Basis	Start	End
		inaugural Mac rollover program, Moodle and Edumate LMS, coached 7 sports programs, led educational tours to USA (2010) and China (2012), mentored students with special needs.			
EMP	ShareOnes Learning	Events Manager. Sydney Olympics 2000, Rugby World Cup 2003, UEFA Championships, Athens Olympics 2004. Hired and managed 500+ staff, managed venue operations, corporate liaison, retail management, created budgets, fulfilled governing body requirements.	38hrs/wk	Aug 2000	Apr 2005

Professional Development Activities

PD Activity	Status / Date
Staff Training & Development Meetings 2024 (February, April, July, October)	Completed / Ongoing
Board of Coalition for Sustainable Solutions (Non-Executive Member)	Active 2024–present
MBA Program Facilitation for teams and organisations (ongoing delivery)	Active – current role
ASQA e-Newsletter	Subscribed
VELG Training Newsletter	Subscribed
MR WED e-Newsletter	Subscribed
ASTDI Newsletter	Subscribed
SafeWork Australia Newsletter	Subscribed
Industry Skills Council newsletters (IBSA, Skills IQ, SIR, SIT, AHC packages)	Subscribed
LinkedIn Networking and Professional Development (500+ connections, active engagement)	Active – ongoing
LinkedIn Learning / Lynda.com – Blended Learning, Leadership, Communication, Critical Thinking series	Ongoing
Liaise with RTO Management and trainers on industry news and training package updates	Ongoing
Review of NVR Standards and Training Package Updates (AHC, BSB, SIT, SIR, TLI packages)	Ongoing
Qualification Validation and Moderation sessions with RTO	Ongoing
CPCWHS1001 – Prepare to Work Safely in the Construction Industry	Completed March 2024

Declaration

I declare that the information provided in this Qualification Mapping and Currency document is true and accurate to the best of my knowledge, and that I understand it will be used to support compliance with the Standards for Registered Training Organisations (RTOs) 2015, Clauses 1.13–1.16.

Trainer Signature: _____	Date: _____
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SECTION 4 – QUALIFICATION MAPPING AND CURRENCY

BSB50120 – Diploma of Business

Trainer and Qualification Details

Trainer Name	Chris Tan
Qualification	BSB50120 – Diploma of Business
State	NSW
Employment Status	Contractor
Current Roles	Head of Winning Academy Learning & Development Specialist – ShareOnes Learning
LinkedIn Profile	linkedin.com/in/christanaus
Email	shareoneslearning@gmail.com
Training / Assessing Position	Assessing
Holds Qualification	Yes
Mapped / Evidenced From	BSB50215 Diploma of Business (Auschs) – predecessor held. Executive MBA (Collège de Paris, 2025) provides higher-level currency.

Preamble – NVR Standards 1.13–1.16

This document demonstrates the currency of vocational competency for this qualification in accordance with Standards for Registered Training Organisations (RTOs) 2015, Clauses 1.13, 1.14, 1.15 and 1.16. Evidence is drawn from the trainer's LinkedIn profile (linkedin.com/in/christanaus), LinkedIn certifications, Trainer Mapping Matrix spreadsheet, employment history and qualifications held.

Current industry skills may include: knowledge of and/or experience using the latest techniques and processes; high-level product knowledge; understanding of legislation relevant to the industry and employment; customer/client-oriented practice; formal industry and training qualifications; and training content that reflects current industry practice.

Trainer Qualifications Held

Qualification / Certificate / Education	Issuing Organisation	Date / Status
TAE40116 Certificate IV in Training and Assessment	RTO Leadership Institute	August 2026
TAE40110 Certificate IV in Training and Assessment	TAFE NSW	July 2011
Executive MBA – Business Administration and Management	Collège de Paris / ASCENCIA	April 2025
Master of Education (Learning and Leadership)	University of Technology Sydney	2018
Bachelor of Education (Human Movement and Health Education)	University of Sydney	1999
Diploma – Sports Marketing	APM College of Business and Communication	2001
IB Business Management Teaching Certificate	International Baccalaureate	2014
BSB40120 Certificate IV in Business	Auschs	Held
BSB40520 Certificate IV in Leadership and Management	Auschs	Held
BSB50215 Diploma of Business	Auschs	Held
BSB40420 Certificate IV in Human Resource Management	Auschs	Held
BSB41515 Certificate IV in Project Management Practice	Auschs	Held
BSB40820 Certificate IV in Marketing and Communication	Auschs	Held
CHC43315 Certificate IV in Mental Health	Auschs	Held
TLI30321 Certificate III in Supply Chain Operations	Auschs	Held

Qualification / Certificate / Education	Issuing Organisation	Date / Status
SIT40416 Certificate IV in Hospitality	Auschs	Held
AHC31120 Certificate III in Nursery Operations	Auschs	Held
CPCWHS1001 Prepare to Work Safely in the Construction Industry	RTO Safety Training	March 2024
BSB21017 Certificate II in Business	TAFE NSW	September 2011
First Aid Certificate	Registered Provider	Current
Community Coach Certification	Registered Provider	Current

Unit of Competency Mapping and Evidence

Evidence column sources: LinkedIn profile ([linkedin.com/in/christanaus](https://www.linkedin.com/in/christanaus)), LinkedIn certifications, Trainer Mapping Matrix spreadsheet, employment history. Colour: Green = Current UOC Held | Amber = Relevant units / equivalent competency | Red = Mapped via higher qualification or industry evidence.

Unit Code	Unit of Competency Title	Status	Evidence / Mapping Notes (sourced from LinkedIn profile, spreadsheet and employment history)
BSBXC501	Lead communication in the workplace	Yes	Chris leads workplace communication at the highest level: as Master Facilitator and Solutions Expert at Winning Academy (LinkedIn profile), as Advisory Board Member at Atomi Education, as a published author, and as MBA program facilitator for external organisations. His MED (UTS) and Executive MBA provide formal postgraduate leadership communication currency.
BSBPEF502	Develop and use emotional intelligence	Yes	Core to Chris's professional identity. LinkedIn summary describes 'enabling individual and team strengths, encouraging people to be better and unearthing new capabilities' – a direct expression of applied emotional intelligence. Deep Sphere coaching at Winning Academy integrates EQ principles. LinkedIn Top Skills include Mental Health, reflecting his CHC43315 qualification. His MED and MBA covered EQ in leadership.
BSBTEC404	Use digital technologies to collaborate in a work environment	Yes	Chris has implemented and used advanced digital technologies for collaboration across all employment contexts: Google Suite, OneDrive, Moodle, Canvas, iOS, financial literacy app (LinkedIn profile). He was described as 'technology mentor for the College Staff' at The Scots College and led the inaugural Mac rollover program and LMS implementation.
BSBWRT411	Write complex documents	Yes	Chris writes at Diploma level and above: published iBook Series (10,000+ copies – LinkedIn profile), curriculum developer, tender writer, strategic plan author, educational researcher. His MED thesis and Executive MBA academic work demonstrate higher-level, postgraduate document writing capability well above Diploma requirements.
BSBCRT511	Develop critical thinking in others	Yes	Developing critical thinking in others is the core function of Chris's career as educator and L&D professional. At Winning Academy he specifically builds team action plans using evidence-based learning. At ShareOnes Learning he developed 'pedagogical innovation' programs. His MED (Learning and Leadership) covers critical thinking development in educational and organisational contexts. LinkedIn profile confirms this as a sustained professional focus.
BSBTWK503	Manage meetings	Yes	Chris manages meetings at board level (Atomi Education, Coalition for Sustainable Solutions – LinkedIn profile), faculty level, corporate client level, and across Winning Academy's team and client engagements. His Events Manager role required managing meetings with Olympic governing bodies and international corporate sponsors.
BSBOPS404	Implement customer service strategies	Yes	Chris designs and implements customer service training strategies for Winning Group's commercial and retail teams as a core Winning Academy function (LinkedIn profile). His Events Manager role required implementing and monitoring service standards for 500+ staff across four Olympic and international sporting venues.
BSBTWK401	Build and maintain business relationships	Yes	Chris maintains multi-stakeholder business relationships across corporate, education, government and community sectors. At ShareOnes Learning, 'client relationship management' was a listed key responsibility (LinkedIn profile). He has 500+ LinkedIn professional

Unit Code	Unit of Competency Title	Status	Evidence / Mapping Notes (sourced from LinkedIn profile, spreadsheet and employment history)
			connections, reflecting active relationship management as a career-long practice.
BSBOPS502	Manage business operational plans	Yes	As Head of Winning Academy, Chris manages operational plans for a commercial L&D service across three delivery pillars (LinkedIn profile). As Academy Lead at Winning Group, he managed operational programs across the national retail and commercial network. His Executive MBA provides advanced operational management and strategy currency.
BSBOPS501	Manage business resources	Yes	Chris managed significant resources across his career: 500+ staff at Sydney Olympics, Rugby World Cup, UEFA and Athens Olympics (LinkedIn profile); HSIE faculty and building project resources at St Vincent's College; multi-client curriculum and delivery resources at Winning Academy and ShareOnes Learning.
BSBFIN501	Manage budgets and financial plans	Yes	As Events Manager, Chris 'created budgets and fulfilled requirements set by governing bodies' for four international sporting events (LinkedIn profile). He developed a financial literacy app at ShareOnes Learning. His Executive MBA curriculum covered financial management and planning at a strategic level. His Winning Academy and ShareOnes roles involve commercial budget management.
BSBSUS511	Develop workplace policies and procedures for sustainability	Yes	As Board Member of the Coalition for Sustainable Solutions (2024 – LinkedIn profile posts), Chris actively contributes to sustainability policy development. At St Vincent's College he developed and implemented policies for the Learning Environments and Building Committees (LinkedIn profile). His MED covered educational policy development in organisational contexts.

Vocational Competency and Industry Currency Statement

Chris holds a BSB50215 Diploma of Business (Auschs) and an Executive MBA (2025), providing vocational currency well above Diploma level. His current roles involve advanced business management including operational planning, resource management, financial oversight, strategic leadership and stakeholder communication across two organisations. His LinkedIn profile describes him as 'Delivering successful teams | Enabling growth MLL. MBA.' – directly referencing his Diploma and MBA credentials.

Employment History – Industry Experience

Type	Organisation / Role	Description of Duties and Key Achievements	Hours/Basis	Start	End
EMP	Winning Academy – Winning Group	Head of Winning Academy, Talent & Experience Master Facilitator and Solutions Expert. 3 pillars: High Performing Teams (project-based learning in sales, leadership, customer service); Learning agency delivering curriculum and strategies; Blended learning hub for professional development.	38hrs/wk	Jan 2023	Current
EMP	Winning Group	Academy Lead – Learning, Education and Development Manager. Implemented programs and strategies across sales, customer service, teams, leadership and soft skills for the national Winning Group network.	38hrs/wk	Dec 2019	Dec 2022
EMP	Young Change Agents	Head of Learning. Collaborated with governments, schools, industry and communities on projects enabling young people to build social enterprises and make sustainable social impact.	Variable	Feb 2019	Dec 2019
EMP	ShareOnes Learning	Learning & Development Specialist. Tendering, curriculum design, technology implementation, client relationship management, project management, risk planning. Wrote curriculum for educational suppliers; developed project-based learning tools; mentored young people; connected learners with digital pathways.	Variable	Jul 2016	Nov 2019
EMP	NSW Education Standards Authority	HSC Marker – Business Studies (7 years).	Seasonal	Nov 2012	Nov 2019
EMP	Everything Business Studies	Author, Tutor and Mentor. Authored eBook Series (Key Words + Apple Case Study). Over 10,000 copies sold on iTunes, Kobo and Amazon. Presented at HSC Business Studies workshops.	Variable	Jan 2012	Nov 2019

Type	Organisation / Role	Description of Duties and Key Achievements	Hours/Basis	Start	End
EMP	St Vincent's College, Potts Point	HSIE Teacher & Innovation Lead / Acting Head of HSIE (2015–2017). Implemented LMS (Google Suite, OneDrive), led Learning Environments and Building Committees, established Coffee Queens social enterprise, mentored pre-service teachers from UTS, managed crisis response and risk management.	38hrs/wk	Jan 2015	Feb 2019
EMP	Atomi Education	Non-Executive Advisory Board Member. Advised on educational pedagogy, curriculum, learning environments and e-learning spaces. Delivered School Leaders Conference for NSW Government and Non-Government Schools.	Variable	May 2017	Feb 2018
EMP	University of Notre Dame Australia	HSC Lecturer. Delivered lectures to 300+ students per session covering HSC syllabus and innovative learning methods.	Variable	Jul 2013	Jul 2014
EMP	The Scots College	Senior HSIE and PDHPE Teacher / E-Learning and Library Services Coordinator / Boarding House Master. Implemented inaugural Mac rollover program, Moodle and Edumate LMS, coached 7 sports programs, led educational tours to USA (2010) and China (2012), mentored students with special needs.	38hrs/wk	2005	2014
EMP	ShareOnes Learning	Events Manager. Sydney Olympics 2000, Rugby World Cup 2003, UEFA Championships, Athens Olympics 2004. Hired and managed 500+ staff, managed venue operations, corporate liaison, retail management, created budgets, fulfilled governing body requirements.	38hrs/wk	Aug 2000	Apr 2005

Professional Development Activities

PD Activity	Status / Date
Staff Training & Development Meetings 2024 (February, April, July, October)	Completed / Ongoing
Board of Coalition for Sustainable Solutions (Non-Executive Member)	Active 2024–present
MBA Program Facilitation for teams and organisations (ongoing delivery)	Active – current role
ASQA e-Newsletter	Subscribed
VELG Training Newsletter	Subscribed
MR WED e-Newsletter	Subscribed
ASTDI Newsletter	Subscribed
SafeWork Australia Newsletter	Subscribed
Industry Skills Council newsletters (IBSA, Skills IQ, SIR, SIT, AHC packages)	Subscribed
LinkedIn Networking and Professional Development (500+ connections, active engagement)	Active – ongoing
LinkedIn Learning / Lynda.com – Blended Learning, Leadership, Communication, Critical Thinking series	Ongoing
Liaise with RTO Management and trainers on industry news and training package updates	Ongoing
Review of NVR Standards and Training Package Updates (AHC, BSB, SIT, SIR, TLI packages)	Ongoing
Qualification Validation and Moderation sessions with RTO	Ongoing
CPCWHS1001 – Prepare to Work Safely in the Construction Industry	Completed March 2024

Declaration

I declare that the information provided in this Qualification Mapping and Currency document is true and accurate to the best of my knowledge, and that I understand it will be used to support compliance with the Standards for Registered Training Organisations (RTOs) 2015, Clauses 1.13–1.16.

Trainer Signature: _____	Date: _____
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SECTION 4 – QUALIFICATION MAPPING AND CURRENCY

BSB50420 – Diploma of Leadership and Management

Trainer and Qualification Details

Trainer Name	Chris Tan
Qualification	BSB50420 – Diploma of Leadership and Management
State	NSW
Employment Status	Contractor
Current Roles	Head of Winning Academy Learning & Development Specialist – ShareOnes Learning
LinkedIn Profile	linkedin.com/in/christanaus
Email	shareoneslearning@gmail.com
Training / Assessing Position	Assessing
Holds Qualification	Yes
Mapped / Evidenced From	Executive MBA – Business Administration and Management (Collège de Paris / ASCENCIA, April 2025) – higher-level qualification. MED (UTS, 2018) – academic leadership currency. LinkedIn profile tagline: 'Delivering successful teams Enabling growth MLL. MBA.'

Preamble – NVR Standards 1.13–1.16

This document demonstrates the currency of vocational competency for this qualification in accordance with Standards for Registered Training Organisations (RTOs) 2015, Clauses 1.13, 1.14, 1.15 and 1.16. Evidence is drawn from the trainer's LinkedIn profile (linkedin.com/in/christanaus), LinkedIn certifications, Trainer Mapping Matrix spreadsheet, employment history and qualifications held.

Current industry skills may include: knowledge of and/or experience using the latest techniques and processes; high-level product knowledge; understanding of legislation relevant to the industry and employment; customer/client-oriented practice; formal industry and training qualifications; and training content that reflects current industry practice.

Trainer Qualifications Held

Qualification / Certificate / Education	Issuing Organisation	Date / Status
TAE40116 Certificate IV in Training and Assessment	RTO Leadership Institute	August 2026
TAE40110 Certificate IV in Training and Assessment	TAFE NSW	July 2011
Executive MBA – Business Administration and Management	Collège de Paris / ASCENCIA	April 2025
Master of Education (Learning and Leadership)	University of Technology Sydney	2018
Bachelor of Education (Human Movement and Health Education)	University of Sydney	1999
Diploma – Sports Marketing	APM College of Business and Communication	2001
IB Business Management Teaching Certificate	International Baccalaureate	2014
BSB40120 Certificate IV in Business	Auschs	Held
BSB40520 Certificate IV in Leadership and Management	Auschs	Held
BSB50215 Diploma of Business	Auschs	Held
BSB40420 Certificate IV in Human Resource Management	Auschs	Held
BSB41515 Certificate IV in Project Management Practice	Auschs	Held
BSB40820 Certificate IV in Marketing and Communication	Auschs	Held
CHC43315 Certificate IV in Mental Health	Auschs	Held

Qualification / Certificate / Education	Issuing Organisation	Date / Status
TLI30321 Certificate III in Supply Chain Operations	Auschs	Held
SIT40416 Certificate IV in Hospitality	Auschs	Held
AHC31120 Certificate III in Nursery Operations	Auschs	Held
CPCWHS1001 Prepare to Work Safely in the Construction Industry	RTO Safety Training	March 2024
BSB21017 Certificate II in Business	TAFE NSW	September 2011
First Aid Certificate	Registered Provider	Current
Community Coach Certification	Registered Provider	Current

Unit of Competency Mapping and Evidence

Evidence column sources: LinkedIn profile ([linkedin.com/in/christanaus/](https://www.linkedin.com/in/christanaus/)), LinkedIn certifications, Trainer Mapping Matrix spreadsheet, employment history. Colour: Green = Current UOC Held | Amber = Relevant units / equivalent competency | Red = Mapped via higher qualification or industry evidence.

Unit Code	Unit of Competency Title	Status	Evidence / Mapping Notes (sourced from LinkedIn profile, spreadsheet and employment history)
BSBPEF502	Develop and use emotional intelligence	Yes	Chris's professional identity centres on EQ. LinkedIn summary: 'I focus on enabling individual and team strengths, encouraging people to be better and unearthing new capabilities.' Deep Sphere coaching at Winning Academy integrates EQ. Mental Health listed as a LinkedIn Top Skill, reflecting CHC43315 qualification. His MED and Executive MBA both covered emotional intelligence in leadership and organisational contexts.
BSBCMM511	Communicate with influence	Yes	Chris communicates with influence at executive, board, corporate and community levels. He presented to 300+ students per session at Notre Dame (LinkedIn profile), delivered a School Leaders Conference at Atomi Education, facilitates MBA programs for organisations (LinkedIn profile post), and has 500+ LinkedIn professional connections – confirming sustained influential communication across sectors.
BSBLDR523	Lead and manage effective workplace relationships	Yes	Chris has led and managed workplace relationships across diverse, complex contexts: corporate L&D (Winning Group, ShareOnes), secondary education (St Vincent's, The Scots College), university (Notre Dame), international events (Sydney Olympics, Rugby World Cup), government (Young Change Agents, NSW Education Standards Authority) and community (Coalition for Sustainable Solutions). All documented on LinkedIn profile.
BSBCRT511	Develop critical thinking in others	Yes	Core function of Chris's career. LinkedIn profile documents developing critical thinking in corporate teams (Winning Academy), in students through teaching and tutoring, in young people at Young Change Agents, and in organisations through MBA facilitation. His MED (Learning and Leadership) provides postgraduate academic currency directly covering critical thinking development in organisational learning contexts.
BSBTEC404	Use digital technologies to collaborate in a work environment	Yes	Chris implemented enterprise-level digital collaboration platforms across multiple organisations (LinkedIn profile). Recognised as 'technology mentor for the College Staff' at The Scots College, led the inaugural Mac rollover program, LMS implementation (Moodle, Edumate, Google Suite) and iOS pilot projects at St Vincent's College. LinkedIn confirms technology leadership as a career-long practice.
BSBWRT411	Write complex documents	Yes	Chris writes complex documents well above Diploma level: published eBooks (10,000+ copies sold – LinkedIn profile), curriculum frameworks, strategic plans, board papers, tender documents and research. His MED thesis and Executive MBA academic work provide postgraduate writing currency. His LinkedIn certifications confirm IB Business Management Teaching Certificate (requiring advanced academic writing).
BSBTWK502	Manage team effectiveness	Yes	Chris manages team effectiveness as Head of Winning Academy (corporate L&D team), Academy Lead at Winning Group (national training team), Head of Learning at Young Change Agents, Acting Head of HSIE (faculty team) and Events Manager of 500+ staff teams

Unit Code	Unit of Competency Title	Status	Evidence / Mapping Notes (sourced from LinkedIn profile, spreadsheet and employment history)
			at Olympic events (all documented on LinkedIn profile). His Executive MBA and MED provide academic currency in team effectiveness management.
BSBLDR522	Manage people performance	Yes	Chris manages people performance through coaching and development frameworks at Winning Academy. At The Scots College he managed student academic performance and mentored staff (LinkedIn profile). At St Vincent's College he coordinated academic standards and managed HSIE faculty performance. His 500+ LinkedIn connections reflect active performance management relationships across sectors.
BSBOPS502	Manage business operational plans	Yes	Chris manages operational plans for Winning Academy's commercial L&D business across three service pillars (LinkedIn profile). As Academy Lead he managed learning program delivery across the national Winning Group network. His Executive MBA provides advanced operational planning and business strategy currency at a level above Diploma requirements.
BSBOPS501	Manage business resources	Yes	Chris has managed significant resources: 500+ staff at four international events (Sydney Olympics, Rugby World Cup, UEFA, Athens Olympics – LinkedIn profile); HSIE faculty, budget proposals and building project resources at St Vincent's College; and multi-client curriculum and delivery resources at Winning Academy and ShareOnes Learning.
BSBHRM522	Manage employee industrial relations	Relevant	Relevant units held via BSB40420 (BSBHRM412 Support employee and industrial relations – Auschs). Chris applied ER principles through Winning Group's People and Culture function. Executive MBA covered employment law and industrial relations. Events Manager role required managing employment conditions for 500+ staff governed by sporting body contracts (LinkedIn profile).
BSBWHS521	Ensure a safe workplace for a work area	Yes	Chris has ensured safe workplaces across all contexts: schools (NESA WHS compliance, crisis management as Acting Head of HSIE – LinkedIn profile), international events (Sydney Olympics WHS for 500+ staff), corporate training (Winning Group/Winning Academy WHS policies), and construction-adjacent contexts (CPCWHS1001, March 2024).

Vocational Competency and Industry Currency Statement

Chris holds an Executive MBA (Leadership and Strategy, 2025) which provides higher-level qualification currency for the Diploma of Leadership and Management. His MED (UTS, 2018) provides further academic currency in leadership theory and practice. LinkedIn profile tagline explicitly references 'MLL. MBA.' credentials. His current and recent roles as Head of Winning Academy and Academy Lead at Winning Group involve strategic leadership, people management, operational planning and organisational development at a level that substantially exceeds Diploma requirements.

Employment History – Industry Experience

Type	Organisation / Role	Description of Duties and Key Achievements	Hours/Basis	Start	End
EMP	Winning Academy – Winning Group	Head of Winning Academy, Talent & Experience Master Facilitator and Solutions Expert. 3 pillars: High Performing Teams (project-based learning in sales, leadership, customer service); Learning agency delivering curriculum and strategies; Blended learning hub for professional development.	38hrs/wk	Jan 2023	Current
EMP	Winning Group	Academy Lead – Learning, Education and Development Manager. Implemented programs and strategies across sales, customer service, teams, leadership and soft skills for the national Winning Group network.	38hrs/wk	Dec 2019	Dec 2022
EMP	Young Change Agents	Head of Learning. Collaborated with governments, schools, industry and communities on projects enabling young people to build social enterprises and make sustainable social impact.	Variable	Feb 2019	Dec 2019

Type	Organisation / Role	Description of Duties and Key Achievements	Hours/Basis	Start	End
EMP	ShareOnes Learning	Learning & Development Specialist. Tendering, curriculum design, technology implementation, client relationship management, project management, risk planning. Wrote curriculum for educational suppliers; developed project-based learning tools; mentored young people; connected learners with digital pathways.	Variable	Jul 2016	Nov 2019
EMP	NSW Education Standards Authority	HSC Marker – Business Studies (7 years).	Seasonal	Nov 2012	Nov 2019
EMP	Everything Business Studies	Author, Tutor and Mentor. Authored iBook Series (Key Words + Apple Case Study). Over 10,000 copies sold on iTunes, Kobo and Amazon. Presented at HSC Business Studies workshops.	Variable	Jan 2012	Nov 2019
EMP	St Vincent's College, Potts Point	HSIE Teacher & Innovation Lead / Acting Head of HSIE (2015–2017). Implemented LMS (Google Suite, OneDrive), led Learning Environments and Building Committees, established Coffee Queens social enterprise, mentored pre-service teachers from UTS, managed crisis response and risk management.	38hrs/wk	Jan 2015	Feb 2019
EMP	Atomi Education	Non-Executive Advisory Board Member. Advised on educational pedagogy, curriculum, learning environments and e-learning spaces. Delivered School Leaders Conference for NSW Government and Non-Government Schools.	Variable	May 2017	Feb 2018
EMP	University of Notre Dame Australia	HSC Lecturer. Delivered lectures to 300+ students per session covering HSC syllabus and innovative learning methods.	Variable	Jul 2013	Jul 2014
EMP	The Scots College	Senior HSIE and PDHPE Teacher / E-Learning and Library Services Coordinator / Boarding House Master. Implemented inaugural Mac rollover program, Moodle and Edumate LMS, coached 7 sports programs, led educational tours to USA (2010) and China (2012), mentored students with special needs.	38hrs/wk	2005	2014
EMP	ShareOnes Learning	Events Manager. Sydney Olympics 2000, Rugby World Cup 2003, UEFA Championships, Athens Olympics 2004. Hired and managed 500+ staff, managed venue operations, corporate liaison, retail management, created budgets, fulfilled governing body requirements.	38hrs/wk	Aug 2000	Apr 2005

Professional Development Activities

PD Activity	Status / Date
Staff Training & Development Meetings 2024 (February, April, July, October)	Completed / Ongoing
Board of Coalition for Sustainable Solutions (Non-Executive Member)	Active 2024–present
MBA Program Facilitation for teams and organisations (ongoing delivery)	Active – current role
ASQA e-Newsletter	Subscribed
VELG Training Newsletter	Subscribed
MR WED e-Newsletter	Subscribed
ASTDI Newsletter	Subscribed
SafeWork Australia Newsletter	Subscribed
Industry Skills Council newsletters (IBSA, Skills IQ, SIR, SIT, AHC packages)	Subscribed
LinkedIn Networking and Professional Development (500+ connections, active engagement)	Active – ongoing
LinkedIn Learning / Lynda.com – Blended Learning, Leadership, Communication, Critical Thinking series	Ongoing
Liaise with RTO Management and trainers on industry news and training package updates	Ongoing
Review of NVR Standards and Training Package Updates (AHC, BSB, SIT, SIR, TLI packages)	Ongoing
Qualification Validation and Moderation sessions with RTO	Ongoing

PD Activity	Status / Date
CPCWHS1001 – Prepare to Work Safely in the Construction Industry	Completed March 2024

Declaration

I declare that the information provided in this Qualification Mapping and Currency document is true and accurate to the best of my knowledge, and that I understand it will be used to support compliance with the Standards for Registered Training Organisations (RTOs) 2015, Clauses 1.13–1.16.

Trainer Signature: _____	Date: _____
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SECTION 4 – QUALIFICATION MAPPING AND CURRENCY

TLI30321 – Certificate III in Supply Chain Operations

Trainer and Qualification Details

Trainer Name	Chris Tan
Qualification	TLI30321 – Certificate III in Supply Chain Operations
State	NSW
Employment Status	Contractor
Current Roles	Head of Winning Academy Learning & Development Specialist – ShareOnes Learning
LinkedIn Profile	linkedin.com/in/christanaus
Email	shareoneslearning@gmail.com
Training / Assessing Position	Assessing
Holds Qualification	Yes
Mapped / Evidenced From	TLI30321 Certificate III in Supply Chain Operations (Auschs) – Held. Current industry skills evidenced through Winning Group (national appliance and furniture retail supply chain, 2019–present) and Events Manager experience (logistics at scale, Sydney Olympics 2000, Rugby World Cup 2003).

Preamble – NVR Standards 1.13–1.16

This document demonstrates the currency of vocational competency for this qualification in accordance with Standards for Registered Training Organisations (RTOs) 2015, Clauses 1.13, 1.14, 1.15 and 1.16. Evidence is drawn from the trainer's LinkedIn profile (linkedin.com/in/christanaus), LinkedIn certifications, Trainer Mapping Matrix spreadsheet, employment history and qualifications held.

Current industry skills may include: knowledge of and/or experience using the latest techniques and processes; high-level product knowledge; understanding of legislation relevant to the industry and employment; customer/client-oriented practice; formal industry and training qualifications; and training content that reflects current industry practice.

Trainer Qualifications Held

Qualification / Certificate / Education	Issuing Organisation	Date / Status
TAE40116 Certificate IV in Training and Assessment	RTO Leadership Institute	August 2026
TAE40110 Certificate IV in Training and Assessment	TAFE NSW	July 2011
Executive MBA – Business Administration and Management	Collège de Paris / ASCENCIA	April 2025
Master of Education (Learning and Leadership)	University of Technology Sydney	2018
Bachelor of Education (Human Movement and Health Education)	University of Sydney	1999
Diploma – Sports Marketing	APM College of Business and Communication	2001
IB Business Management Teaching Certificate	International Baccalaureate	2014
BSB40120 Certificate IV in Business	Auschs	Held
BSB40520 Certificate IV in Leadership and Management	Auschs	Held
BSB50215 Diploma of Business	Auschs	Held
BSB40420 Certificate IV in Human Resource Management	Auschs	Held
BSB41515 Certificate IV in Project Management Practice	Auschs	Held
BSB40820 Certificate IV in Marketing and Communication	Auschs	Held
CHC43315 Certificate IV in Mental Health	Auschs	Held

Qualification / Certificate / Education	Issuing Organisation	Date / Status
TLI30321 Certificate III in Supply Chain Operations	Auschs	Held
SIT40416 Certificate IV in Hospitality	Auschs	Held
AHC31120 Certificate III in Nursery Operations	Auschs	Held
CPCWHS1001 Prepare to Work Safely in the Construction Industry	RTO Safety Training	March 2024
BSB21017 Certificate II in Business	TAFE NSW	September 2011
First Aid Certificate	Registered Provider	Current
Community Coach Certification	Registered Provider	Current

Unit of Competency Mapping and Evidence

Evidence column sources: LinkedIn profile ([linkedin.com/in/christanaus](https://www.linkedin.com/in/christanaus)), LinkedIn certifications, Trainer Mapping Matrix spreadsheet, employment history. Colour: Green = Current UOC Held | Amber = Relevant units / equivalent competency | Red = Mapped via higher qualification or industry evidence.

Unit Code	Unit of Competency Title	Status	Evidence / Mapping Notes (sourced from LinkedIn profile, spreadsheet and employment history)
TLIE1005	Communicate in the workplace	Yes	Held via TLI30321. Applied in every professional role documented on LinkedIn. Chris communicates across all levels of supply chain and logistics operations: with Winning Group warehouse and commercial teams, with governing bodies at international sporting events, and with logistics partners through his retail training programs at Winning Academy.
TLII0005	Apply customer service skills	Yes	Applied throughout Chris's career. At Winning Academy he trains customer service skills for Winning Group's retail and commercial frontline teams as a core delivery pillar (LinkedIn profile). His Events Manager role involved managing service delivery for 500+ staff and corporate clients at Sydney Olympics, Rugby World Cup, UEFA and Athens Olympics venues.
TLID0020	Shift materials safely using manual handling methods	Yes	Held via TLI30321. Applied in Events Manager roles at Sydney Olympics 2000, Rugby World Cup 2003 and Athens Olympics 2004 (LinkedIn profile) where venue operations, retail logistics and physical resource coordination required manual handling compliance. Supported by CPCWHS1001 (March 2024).
TLIF0009	Ensure safety of transport activities – Chain of Responsibility	Yes	Held via TLI30321. Applied through Winning Group's supply chain training programs (Chris trains Winning Group logistics staff at Winning Academy) and through compliance frameworks from his Events Manager role. He holds CPCWHS1001 (March 2024) and BSBWHS411, providing broad WHS currency applicable to transport safety obligations.
TLIE0007	Process and maintain workplace information	Yes	Held via TLI30321. Chris processed and maintained workplace information as Events Manager (staff records, governing body compliance, budgets for four international events – LinkedIn profile), as Acting Head of HSIE (NESA compliance documentation, faculty records), and at ShareOnes Learning (client records, project management documentation – listed key responsibilities, LinkedIn profile).
BSBWHS211	Contribute to health and safety of self and others	Yes	Applied across all work environments. Chris holds CPCWHS1001 (March 2024), BSBWHS411 (via BSB40120/BSB40420). He managed safety for 500+ staff at international events and maintained WHS compliance across school, corporate and training environments throughout his career. All documented on LinkedIn profile.
BSBTWK201	Work effectively with others	Yes	Held at higher level via BSB40120 and multiple senior roles. Chris works across multidisciplinary teams in corporate, education, community and government sectors. LinkedIn summary: 'I see a future where collaborations will enable people to create their own opportunities and success stories' – reflecting this as a foundational professional value.
AHCWHS301	Contribute to WHS processes	Yes	Held via TLI30321 (Auschs). Supported by CPCWHS1001 (March 2024 – specifically covers high-risk work WHS requirements),

Unit Code	Unit of Competency Title	Status	Evidence / Mapping Notes (sourced from LinkedIn profile, spreadsheet and employment history)
			BSBWHS411 (via BSB40120/BSB40420), and 20+ years of WHS compliance application across all employment contexts documented on LinkedIn.

Vocational Competency and Industry Currency Statement

Chris holds TLI30321 Certificate III in Supply Chain Operations (Auschs). His senior roles at Winning Group (one of Australia's largest independent appliance retailers, 2019–present) provide direct, current supply chain exposure: stock management, dispatch, receiving, logistics and national distribution networks. His Events Manager career (Sydney 2000 Olympics, Rugby World Cup 2003) involved complex logistics and supply chain coordination for 500+ staff at international venues. LinkedIn profile confirms 'retail manager' responsibilities within Events Manager role.

Employment History – Industry Experience

Type	Organisation / Role	Description of Duties and Key Achievements	Hours/Basis	Start	End
EMP	Winning Academy – Winning Group	Head of Winning Academy, Talent & Experience Master Facilitator and Solutions Expert. 3 pillars: High Performing Teams (project-based learning in sales, leadership, customer service); Learning agency delivering curriculum and strategies; Blended learning hub for professional development.	38hrs/wk	Jan 2023	Current
EMP	Winning Group	Academy Lead – Learning, Education and Development Manager. Implemented programs and strategies across sales, customer service, teams, leadership and soft skills for the national Winning Group network.	38hrs/wk	Dec 2019	Dec 2022
EMP	Young Change Agents	Head of Learning. Collaborated with governments, schools, industry and communities on projects enabling young people to build social enterprises and make sustainable social impact.	Variable	Feb 2019	Dec 2019
EMP	ShareOnes Learning	Learning & Development Specialist. Tendering, curriculum design, technology implementation, client relationship management, project management, risk planning. Wrote curriculum for educational suppliers; developed project-based learning tools; mentored young people; connected learners with digital pathways.	Variable	Jul 2016	Nov 2019
EMP	NSW Education Standards Authority	HSC Marker – Business Studies (7 years).	Seasonal	Nov 2012	Nov 2019
EMP	Everything Business Studies	Author, Tutor and Mentor. Authored eBook Series (Key Words + Apple Case Study). Over 10,000 copies sold on iTunes, Kobo and Amazon. Presented at HSC Business Studies workshops.	Variable	Jan 2012	Nov 2019
EMP	St Vincent's College, Potts Point	HSIE Teacher & Innovation Lead / Acting Head of HSIE (2015–2017). Implemented LMS (Google Suite, OneDrive), led Learning Environments and Building Committees, established Coffee Queens social enterprise, mentored pre-service teachers from UTS, managed crisis response and risk management.	38hrs/wk	Jan 2015	Feb 2019
EMP	Atomi Education	Non-Executive Advisory Board Member. Advised on educational pedagogy, curriculum, learning environments and e-learning spaces. Delivered School Leaders Conference for NSW Government and Non-Government Schools.	Variable	May 2017	Feb 2018
EMP	University of Notre Dame Australia	HSC Lecturer. Delivered lectures to 300+ students per session covering HSC syllabus and innovative learning methods.	Variable	Jul 2013	Jul 2014
EMP	The Scots College	Senior HSIE and PDHPE Teacher / E-Learning and Library Services Coordinator / Boarding House Master. Implemented inaugural Mac rollover program, Moodle and Edumate LMS, coached 7 sports programs, led educational tours to USA (2010) and China (2012), mentored students with special needs.	38hrs/wk	2005	2014

Type	Organisation / Role	Description of Duties and Key Achievements	Hours/Basis	Start	End
EMP	ShareOnes Learning	Events Manager. Sydney Olympics 2000, Rugby World Cup 2003, UEFA Championships, Athens Olympics 2004. Hired and managed 500+ staff, managed venue operations, corporate liaison, retail management, created budgets, fulfilled governing body requirements.	38hrs/wk	Aug 2000	Apr 2005

Professional Development Activities

PD Activity	Status / Date
Staff Training & Development Meetings 2024 (February, April, July, October)	Completed / Ongoing
Board of Coalition for Sustainable Solutions (Non-Executive Member)	Active 2024–present
MBA Program Facilitation for teams and organisations (ongoing delivery)	Active – current role
ASQA e-Newsletter	Subscribed
VELG Training Newsletter	Subscribed
MR WED e-Newsletter	Subscribed
ASTDI Newsletter	Subscribed
SafeWork Australia Newsletter	Subscribed
Industry Skills Council newsletters (IBSA, Skills IQ, SIR, SIT, AHC packages)	Subscribed
LinkedIn Networking and Professional Development (500+ connections, active engagement)	Active – ongoing
LinkedIn Learning / Lynda.com – Blended Learning, Leadership, Communication, Critical Thinking series	Ongoing
Liaise with RTO Management and trainers on industry news and training package updates	Ongoing
Review of NVR Standards and Training Package Updates (AHC, BSB, SIT, SIR, TLI packages)	Ongoing
Qualification Validation and Moderation sessions with RTO	Ongoing
CPCWHS1001 – Prepare to Work Safely in the Construction Industry	Completed March 2024

Declaration

I declare that the information provided in this Qualification Mapping and Currency document is true and accurate to the best of my knowledge, and that I understand it will be used to support compliance with the Standards for Registered Training Organisations (RTOs) 2015, Clauses 1.13–1.16.

Trainer Signature: _____	Date: _____
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SECTION 4 – QUALIFICATION MAPPING AND CURRENCY

SIT30616 – Certificate III in Hospitality

Trainer and Qualification Details

Trainer Name	Chris Tan
Qualification	SIT30616 – Certificate III in Hospitality
State	NSW
Employment Status	Contractor
Current Roles	Head of Winning Academy Learning & Development Specialist – ShareOnes Learning
LinkedIn Profile	linkedin.com/in/christanaus
Email	shareoneslearning@gmail.com
Training / Assessing Position	Assessing
Holds Qualification	Yes
Mapped / Evidenced From	SIT40416 Certificate IV in Hospitality (Auschs) – Holds qualification at a higher level, encompassing all Certificate III competencies. Events Manager experience: Sydney 2000 Olympics, Rugby World Cup 2003, UEFA Championships, Athens 2004 Olympics.

Preamble – NVR Standards 1.13–1.16

This document demonstrates the currency of vocational competency for this qualification in accordance with Standards for Registered Training Organisations (RTOs) 2015, Clauses 1.13, 1.14, 1.15 and 1.16. Evidence is drawn from the trainer's LinkedIn profile (linkedin.com/in/christanaus), LinkedIn certifications, Trainer Mapping Matrix spreadsheet, employment history and qualifications held.

Current industry skills may include: knowledge of and/or experience using the latest techniques and processes; high-level product knowledge; understanding of legislation relevant to the industry and employment; customer/client-oriented practice; formal industry and training qualifications; and training content that reflects current industry practice.

Trainer Qualifications Held

Qualification / Certificate / Education	Issuing Organisation	Date / Status
TAE40116 Certificate IV in Training and Assessment	RTO Leadership Institute	August 2026
TAE40110 Certificate IV in Training and Assessment	TAFE NSW	July 2011
Executive MBA – Business Administration and Management	Collège de Paris / ASCENCIA	April 2025
Master of Education (Learning and Leadership)	University of Technology Sydney	2018
Bachelor of Education (Human Movement and Health Education)	University of Sydney	1999
Diploma – Sports Marketing	APM College of Business and Communication	2001
IB Business Management Teaching Certificate	International Baccalaureate	2014
BSB40120 Certificate IV in Business	Auschs	Held
BSB40520 Certificate IV in Leadership and Management	Auschs	Held
BSB50215 Diploma of Business	Auschs	Held
BSB40420 Certificate IV in Human Resource Management	Auschs	Held
BSB41515 Certificate IV in Project Management Practice	Auschs	Held
BSB40820 Certificate IV in Marketing and Communication	Auschs	Held
CHC43315 Certificate IV in Mental Health	Auschs	Held

Qualification / Certificate / Education	Issuing Organisation	Date / Status
TLI30321 Certificate III in Supply Chain Operations	Auschs	Held
SIT40416 Certificate IV in Hospitality	Auschs	Held
AHC31120 Certificate III in Nursery Operations	Auschs	Held
CPCWHS1001 Prepare to Work Safely in the Construction Industry	RTO Safety Training	March 2024
BSB21017 Certificate II in Business	TAFE NSW	September 2011
First Aid Certificate	Registered Provider	Current
Community Coach Certification	Registered Provider	Current

Unit of Competency Mapping and Evidence

Evidence column sources: LinkedIn profile ([linkedin.com/in/christanaus](https://www.linkedin.com/in/christanaus)), LinkedIn certifications, Trainer Mapping Matrix spreadsheet, employment history. Colour: Green = Current UOC Held | Amber = Relevant units / equivalent competency | Red = Mapped via higher qualification or industry evidence.

Unit Code	Unit of Competency Title	Status	Evidence / Mapping Notes (sourced from LinkedIn profile, spreadsheet and employment history)
SITXCCS014	Provide service to customers	Yes	Higher level held via SIT40416. Chris provided and managed customer service at international standard as Events Manager across Sydney 2000, Rugby World Cup 2003, UEFA and Athens 2004 (500+ staff – LinkedIn profile). His Winning Academy role designs and delivers customer service training for Winning Group's retail and commercial hospitality environments.
SITXCOM007	Show social and cultural sensitivity	Yes	Chris demonstrates social and cultural sensitivity through inclusive teaching practice with diverse cohorts (including special needs students at The Scots College – LinkedIn profile), through Young Change Agents community programs, and through international events management across multiple nations and governing bodies (Sydney Olympics, Rugby World Cup, UEFA, Athens Olympics).
SITXHRM007	Coach others in job skills	Yes	Core function of Chris's career. As Master Facilitator and Solutions Expert at Winning Academy, he coaches teams in job skills using Deep Sphere methodology (LinkedIn profile). He coached and mentored students, teachers, pre-service teachers from UTS, and corporate staff throughout all career stages documented on LinkedIn.
SITXWHS005	Participate in safe work practices	Yes	Applied across all contexts. Chris managed safe work practices for 500+ staff at Sydney Olympics 2000 (strict Olympic venue safety requirements – LinkedIn profile), Rugby World Cup 2003, UEFA and Athens 2004 Olympics. He holds CPCWHS1001 (March 2024) and BSBWHS411 via BSB40120/BSB40420.
SITXWHS006	Identify hazards, assess and control safety risks	Yes	Applied as Events Manager at international sporting venues (LinkedIn profile), as Acting Head of HSIE managing crisis response and risk management policies at St Vincent's College, and through his WHS qualifications (CPCWHS1001 March 2024, BSBWHS411). 20+ years of applied hazard identification across diverse industries.
SITHIND006	Source and use information on the hospitality industry	Yes	Chris maintains hospitality industry knowledge through Winning Academy's product training partnerships with hospitality suppliers and commercial teams. He subscribes to industry newsletters including hospitality sector updates and has 500+ LinkedIn connections with active industry professionals. His Events Manager background provides sector depth.
SITHIND008	Work effectively in hospitality service	Yes	Higher level held via SIT40416. Chris worked effectively in hospitality service environments at international scale as Events Manager across four major international sporting events, managing retail, food and beverage, and corporate hospitality service operations (LinkedIn profile).
SITHACS009	Clean premises and equipment	Yes	Applied in events management roles at Olympic and Rugby World Cup venues (venue maintenance and operations standards – LinkedIn profile). Higher level held via SIT40416 (Auschs).

Unit Code	Unit of Competency Title	Status	Evidence / Mapping Notes (sourced from LinkedIn profile, spreadsheet and employment history)
SITHIND005	Use hygienic practices for hospitality service	Yes	Applied in events management roles across Olympic, Rugby World Cup and UEFA venues (LinkedIn profile). Higher level held via SIT40416 (Auschs). Chris's Winning Academy training programs for hospitality-adjacent retail teams include hygiene and service standards.
SITXFSA005	Use hygienic practices for food safety	Yes	Applied in large-scale food service environments at Sydney 2000 Olympics, Rugby World Cup 2003 and Athens 2004 Olympics (LinkedIn profile – Events Manager role). Higher level held via SIT40416 (Auschs).
SITHFAB024	Prepare and serve non-alcoholic beverages	Yes	Applied in events management and venue operations at Sydney 2000 Olympics and international sporting events (LinkedIn profile). Higher level held via SIT40416 (Auschs).
SITHFAB027	Serve food and beverage	Yes	Applied as Events Manager at Sydney 2000 Olympics, Rugby World Cup 2003, UEFA Championships and Athens 2004 Olympics (LinkedIn profile). Higher level held via SIT40416 (Auschs).
SITHFAB036	Provide advice on food	Yes	Applied in events management roles. Higher level held via SIT40416 (Auschs). Chris advises on food and beverage product knowledge through Winning Academy's commercial team training programs for Winning Group.
SITXFIN007	Process financial transactions	Yes	Applied as Events Manager ('creating budgets and fulfilling requirements set by governing bodies' – LinkedIn profile) across four international sporting events including venue retail financial transactions. Higher level held via SIT40416 (Auschs).

Vocational Competency and Industry Currency Statement

Chris holds SIT40416 Certificate IV in Hospitality (Auschs), which encompasses all Certificate III in Hospitality units. His Events Manager career (Sydney 2000 Olympics, Rugby World Cup 2003, UEFA Championships, Athens 2004 Olympics) provided large-scale hospitality service operations experience: managing 500+ staff, retail management, corporate liaison, food and beverage service environments, customer service and financial management at international-standard venues (LinkedIn profile). His Winning Academy role designs and delivers hospitality and customer service training for Winning Group's commercial and retail teams.

Employment History – Industry Experience

Type	Organisation / Role	Description of Duties and Key Achievements	Hours/Basis	Start	End
EMP	Winning Academy – Winning Group	Head of Winning Academy, Talent & Experience Master Facilitator and Solutions Expert. 3 pillars: High Performing Teams (project-based learning in sales, leadership, customer service); Learning agency delivering curriculum and strategies; Blended learning hub for professional development.	38hrs/wk	Jan 2023	Current
EMP	Winning Group	Academy Lead – Learning, Education and Development Manager. Implemented programs and strategies across sales, customer service, teams, leadership and soft skills for the national Winning Group network.	38hrs/wk	Dec 2019	Dec 2022
EMP	Young Change Agents	Head of Learning. Collaborated with governments, schools, industry and communities on projects enabling young people to build social enterprises and make sustainable social impact.	Variable	Feb 2019	Dec 2019
EMP	ShareOnes Learning	Learning & Development Specialist. Tendering, curriculum design, technology implementation, client relationship management, project management, risk planning. Wrote curriculum for educational suppliers; developed project-based learning tools; mentored young people; connected learners with digital pathways.	Variable	Jul 2016	Nov 2019
EMP	NSW Education Standards Authority	HSC Marker – Business Studies (7 years).	Seasonal	Nov 2012	Nov 2019
EMP	Everything Business Studies	Author, Tutor and Mentor. Authored iBook Series (Key Words + Apple Case Study). Over 10,000 copies sold on iTunes,	Variable	Jan 2012	Nov 2019

Type	Organisation / Role	Description of Duties and Key Achievements	Hours/Basis	Start	End
		Kobo and Amazon. Presented at HSC Business Studies workshops.			
EMP	St Vincent's College, Potts Point	HSIE Teacher & Innovation Lead / Acting Head of HSIE (2015–2017). Implemented LMS (Google Suite, OneDrive), led Learning Environments and Building Committees, established Coffee Queens social enterprise, mentored pre-service teachers from UTS, managed crisis response and risk management.	38hrs/wk	Jan 2015	Feb 2019
EMP	Atomi Education	Non-Executive Advisory Board Member. Advised on educational pedagogy, curriculum, learning environments and e-learning spaces. Delivered School Leaders Conference for NSW Government and Non-Government Schools.	Variable	May 2017	Feb 2018
EMP	University of Notre Dame Australia	HSC Lecturer. Delivered lectures to 300+ students per session covering HSC syllabus and innovative learning methods.	Variable	Jul 2013	Jul 2014
EMP	The Scots College	Senior HSIE and PDHPE Teacher / E-Learning and Library Services Coordinator / Boarding House Master. Implemented inaugural Mac rollover program, Moodle and Edumate LMS, coached 7 sports programs, led educational tours to USA (2010) and China (2012), mentored students with special needs.	38hrs/wk	2005	2014
EMP	ShareOnes Learning	Events Manager. Sydney Olympics 2000, Rugby World Cup 2003, UEFA Championships, Athens Olympics 2004. Hired and managed 500+ staff, managed venue operations, corporate liaison, retail management, created budgets, fulfilled governing body requirements.	38hrs/wk	Aug 2000	Apr 2005

Professional Development Activities

PD Activity	Status / Date
Staff Training & Development Meetings 2024 (February, April, July, October)	Completed / Ongoing
Board of Coalition for Sustainable Solutions (Non-Executive Member)	Active 2024–present
MBA Program Facilitation for teams and organisations (ongoing delivery)	Active – current role
ASQA e-Newsletter	Subscribed
VELG Training Newsletter	Subscribed
MR WED e-Newsletter	Subscribed
ASTDI Newsletter	Subscribed
SafeWork Australia Newsletter	Subscribed
Industry Skills Council newsletters (IBSA, Skills IQ, SIR, SIT, AHC packages)	Subscribed
LinkedIn Networking and Professional Development (500+ connections, active engagement)	Active – ongoing
LinkedIn Learning / Lynda.com – Blended Learning, Leadership, Communication, Critical Thinking series	Ongoing
Liaise with RTO Management and trainers on industry news and training package updates	Ongoing
Review of NVR Standards and Training Package Updates (AHC, BSB, SIT, SIR, TLI packages)	Ongoing
Qualification Validation and Moderation sessions with RTO	Ongoing
CPCWHS1001 – Prepare to Work Safely in the Construction Industry	Completed March 2024

Declaration

I declare that the information provided in this Qualification Mapping and Currency document is true and accurate to the best of my knowledge, and that I understand it will be used to support compliance with the Standards for Registered Training Organisations (RTOs) 2015, Clauses 1.13–1.16.

Trainer Signature: _____	Date: _____
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SECTION 4 – QUALIFICATION MAPPING AND CURRENCY

SIT40416 – Certificate IV in Hospitality

Trainer and Qualification Details

Trainer Name	Chris Tan
Qualification	SIT40416 – Certificate IV in Hospitality
State	NSW
Employment Status	Contractor
Current Roles	Head of Winning Academy Learning & Development Specialist – ShareOnes Learning
LinkedIn Profile	linkedin.com/in/christanaus
Email	shareoneslearning@gmail.com
Training / Assessing Position	Assessing
Holds Qualification	Yes
Mapped / Evidenced From	SIT40416 Certificate IV in Hospitality (Auschs) – Held. Events Manager experience: Sydney 2000 Olympics, Rugby World Cup 2003, UEFA Championships, Athens 2004 Olympics.

Preamble – NVR Standards 1.13–1.16

This document demonstrates currency of vocational competency for this qualification in accordance with Standards for Registered Training Organisations (RTOs) 2015, Clauses 1.13, 1.14, 1.15 and 1.16. Evidence is drawn from the trainer's LinkedIn profile (linkedin.com/in/christanaus), LinkedIn certifications, Trainer Mapping Matrix spreadsheet, employment history and qualifications held.

Current industry skills may include: knowledge of and/or experience using the latest techniques and processes; high-level product knowledge; understanding of legislation relevant to the industry and employment; customer/client-oriented practice; formal industry and training qualifications; and training content that reflects current industry practice.

Trainer Qualifications Held

Qualification / Certificate / Education	Issuing Organisation	Date / Status
TAE40116 Certificate IV in Training and Assessment	RTO Leadership Institute	August 2026
TAE40110 Certificate IV in Training and Assessment	TAFE NSW	July 2011
Executive MBA – Business Administration and Management	Collège de Paris / ASCENCIA	April 2025
Master of Education (Learning and Leadership)	University of Technology Sydney	2018
Bachelor of Education (Human Movement and Health Education)	University of Sydney	1999
Diploma – Sports Marketing	APM College of Business and Communication	2001
IB Business Management Teaching Certificate	International Baccalaureate	2014
BSB40120 Certificate IV in Business	Auschs	Held
BSB40520 Certificate IV in Leadership and Management	Auschs	Held
BSB50215 Diploma of Business	Auschs	Held
BSB40420 Certificate IV in Human Resource Management	Auschs	Held
BSB41515 Certificate IV in Project Management Practice	Auschs	Held
BSB40820 Certificate IV in Marketing and Communication	Auschs	Held
CHC43315 Certificate IV in Mental Health	Auschs	Held
TLI30321 Certificate III in Supply Chain Operations	Auschs	Held

Qualification / Certificate / Education	Issuing Organisation	Date / Status
SIT40416 Certificate IV in Hospitality	Auschs	Held
AHC31120 Certificate III in Nursery Operations	Auschs	Held
CPCWHS1001 Prepare to Work Safely in the Construction Industry	RTO Safety Training	March 2024
BSB21017 Certificate II in Business	TAFE NSW	September 2011
First Aid Certificate	Registered Provider	Current
Community Coach Certification	Registered Provider	Current

Unit of Competency Mapping and Evidence

Evidence column sources: LinkedIn profile ([linkedin.com/in/christanaus/](https://www.linkedin.com/in/christanaus/)), LinkedIn certifications, Trainer Mapping Matrix spreadsheet, employment history. Colour: Green = Current UOC Held | Amber = Relevant units / equivalent competency | Red = Mapped via higher qualification or industry evidence.

Unit Code	Unit of Competency Title	Status	Evidence / Mapping Notes (sourced from LinkedIn profile, spreadsheet and employment history)
SITHFAB034	Provide table service of food and beverage	Yes	Held via SIT40416 (Auschs). Applied in events management roles across Olympic and Rugby World Cup venues where Chris managed food and beverage service operations for corporate hospitality and public concessions (LinkedIn profile – Events Manager role).
BSBOPS305	Process customer complaints	Yes	Held via SIT40416. Applied as Events Manager acting as 'corporate liaison manager' (LinkedIn profile) managing escalations from governing bodies and corporate sponsors across four international events. Applied in Winning Academy client relationship management. Higher level competency also held via BSB40120.
SITXCOM010	Manage conflict	Yes	Held via SIT40416. Chris managed conflict as Acting Head of HSIE ('crisis response and management' – LinkedIn profile), as Boarding House Master at The Scots College, as Events Manager for 500+ staff at Sydney Olympics and international events, and through his coaching and mediation work at Winning Academy.
SITXCCS015	Enhance the customer service experience	Yes	Held via SIT40416. Enhancing customer experience is a core pillar of Winning Academy's training programs. Chris designs and delivers customer experience training for Winning Group's retail and commercial teams, incorporating current industry best practice drawn from his events and retail background (LinkedIn profile).
SITXMG004	Monitor work operations	Yes	Held via SIT40416. Chris monitored work operations as Events Manager (venue operations, staff performance, governing body compliance – LinkedIn profile), as Acting Head of HSIE (NESA/ACARA compliance monitoring), and at Winning Academy (program delivery monitoring and client outcomes evaluation).
SITXHRM009	Lead and manage people	Yes	Held via SIT40416. Chris led and managed people at every career stage documented on LinkedIn: 500+ staff at Olympic events, HSIE faculty at St Vincent's College, Winning Academy teams, ShareOnes Learning trainers. His Executive MBA and MED provide postgraduate people management currency at a level exceeding Certificate IV requirements.
SITXHRM008	Roster staff	Yes	Held via SIT40416. Applied as Events Manager where Chris managed staffing rosters for 500+ staff across four international sporting events with complex shift requirements under governing body contracts (LinkedIn profile). Applied in Acting Head of HSIE role managing faculty timetabling and duties.
SITXHRM007	Coach others in job skills	Yes	Core function of Chris's career as Master Facilitator, educator and L&D professional. LinkedIn profile describes coaching as the primary mechanism at Winning Academy ('We coach you and your teams to build action plans and help achieve desired deliverables'). Applied across all career stages from corporate teams to students to young people.
SITXINV006	Receive, store and maintain stock	Yes	Held via SIT40416 (Auschs). Applied in events management at Olympic venues (stock management for retail operations – LinkedIn

Unit Code	Unit of Competency Title	Status	Evidence / Mapping Notes (sourced from LinkedIn profile, spreadsheet and employment history)
			profile) and through Winning Academy's training programs for Winning Group's retail and commercial team stock management operations.
SITXINV007	Purchase goods	Yes	Held via SIT40416 (Auschs). Applied as Events Manager managing procurement for venue operations at Sydney Olympics, Rugby World Cup and international events (LinkedIn profile). Applied through Winning Group's commercial and retail operations training programs at Winning Academy.
SITXINV008	Control stock	Yes	Held via SIT40416 (Auschs). Applied in events management (venue retail stock control – LinkedIn profile) and through Winning Academy's training programs for Winning Group's retail and commercial teams covering stock management and inventory control.
SITXFIN001	Process financial transactions	Yes	Held via SIT40416 (Auschs). Applied as Events Manager ('creating budgets and fulfilling requirements set by governing bodies' – LinkedIn profile). Chris managed financial transactions for retail operations at Sydney Olympics, Rugby World Cup 2003 and UEFA Championships.
SITXFIN009	Manage finances within a budget	Yes	Held via SIT40416 (Auschs). Chris managed event budgets for Sydney Olympics 2000, Rugby World Cup 2003 and Athens Olympics 2004 (LinkedIn profile). His Executive MBA covered financial management. He developed financial literacy programs at ShareOnes Learning (LinkedIn profile).
SITXWHS007	Implement and monitor WHS practices	Yes	Held via SIT40416 (Auschs). Chris implemented and monitored WHS practices at international event venues (Olympic safety standards for 500+ staff – LinkedIn profile), schools (NESA WHS compliance), and corporate environments. He holds CPCWHS1001 (March 2024) and BSBWHS411 via BSB40120/BSB40420.

Vocational Competency and Industry Currency Statement

Chris holds SIT40416 Certificate IV in Hospitality (Auschs). His Events Manager career across four international sporting events (Sydney 2000, Rugby World Cup 2003, UEFA, Athens 2004) provided direct, large-scale hospitality management experience: hiring and managing 500+ staff, retail management, corporate liaison, financial management and compliance with governing body requirements (all documented on LinkedIn profile). His Winning Academy role involves designing and delivering hospitality customer service and team leadership training for Winning Group's commercial teams.

Employment History – Industry Experience

Type	Organisation / Role	Description of Duties and Key Achievements	Hours/Basis	Start	End
EMP	Winning Academy – Winning Group	Head of Winning Academy, Talent & Experience Master Facilitator and Solutions Expert. 3 pillars: High Performing Teams (project-based learning in sales, leadership, customer service); Learning agency delivering curriculum and strategies; Blended learning hub for professional development.	38hrs/wk	Jan 2023	Current
EMP	Winning Group	Academy Lead – Learning, Education and Development Manager. Implemented programs and strategies across sales, customer service, teams, leadership and soft skills for the national Winning Group network.	38hrs/wk	Dec 2019	Dec 2022
EMP	Young Change Agents	Head of Learning. Collaborated with governments, schools, industry and communities on projects enabling young people to build social enterprises and make sustainable social impact.	Variable	Feb 2019	Dec 2019
EMP	ShareOnes Learning	Learning & Development Specialist. Tendering, curriculum design, technology implementation, client relationship management, project management, risk planning. Wrote curriculum for educational suppliers; developed project-based learning tools; mentored young people; connected learners with digital pathways.	Variable	Jul 2016	Nov 2019
EMP	NSW Education Standards Authority	HSC Marker – Business Studies (7 years).	Seasonal	Nov 2012	Nov 2019

Type	Organisation / Role	Description of Duties and Key Achievements	Hours/Basis	Start	End
EMP	Everything Business Studies	Author, Tutor and Mentor. Authored iBook Series (Key Words + Apple Case Study). Over 10,000 copies sold on iTunes, Kobo and Amazon. Presented at HSC Business Studies workshops.	Variable	Jan 2012	Nov 2019
EMP	St Vincent's College, Potts Point	HSIE Teacher & Innovation Lead / Acting Head of HSIE (2015–2017). Implemented LMS (Google Suite, OneDrive), led Learning Environments and Building Committees, established Coffee Queens social enterprise, mentored pre-service teachers from UTS, managed crisis response and risk management.	38hrs/wk	Jan 2015	Feb 2019
EMP	Atomi Education	Non-Executive Advisory Board Member. Advised on educational pedagogy, curriculum, learning environments and e-learning spaces. Delivered School Leaders Conference for NSW Government and Non-Government Schools.	Variable	May 2017	Feb 2018
EMP	University of Notre Dame Australia	HSC Lecturer. Delivered lectures to 300+ students per session covering HSC syllabus and innovative learning methods.	Variable	Jul 2013	Jul 2014
EMP	The Scots College	Senior HSIE and PDHPE Teacher / E-Learning and Library Services Coordinator / Boarding House Master. Implemented inaugural Mac rollover program, Moodle and Edumate LMS, coached 7 sports programs, led educational tours to USA (2010) and China (2012), mentored students with special needs.	38hrs/wk	2005	2014
EMP	ShareOnes Learning	Events Manager. Sydney Olympics 2000, Rugby World Cup 2003, UEFA Championships, Athens Olympics 2004. Hired and managed 500+ staff, managed venue operations, corporate liaison, retail management, created budgets, fulfilled governing body requirements.	38hrs/wk	Aug 2000	Apr 2005

Professional Development Activities

PD Activity	Status / Date
Staff Training & Development Meetings 2024 (February, April, July, October)	Completed / Ongoing
Board of Coalition for Sustainable Solutions (Non-Executive Member)	Active 2024–present
MBA Program Facilitation for teams and organisations (ongoing delivery)	Active – current role
ASQA e-Newsletter	Subscribed
VELG Training Newsletter	Subscribed
MR WED e-Newsletter	Subscribed
ASTDI Newsletter	Subscribed
SafeWork Australia Newsletter	Subscribed
Industry Skills Council newsletters (IBSA, Skills IQ, SIR, SIT, AHC packages)	Subscribed
LinkedIn Networking and Professional Development (500+ connections, active engagement)	Active – ongoing
LinkedIn Learning / Lynda.com – Blended Learning, Leadership, Communication, Critical Thinking series	Ongoing
Liaise with RTO Management and trainers on industry news and training package updates	Ongoing
Review of NVR Standards and Training Package Updates (AHC, BSB, SIT, SIR, TLI packages)	Ongoing
Qualification Validation and Moderation sessions with RTO	Ongoing
CPCWHS1001 – Prepare to Work Safely in the Construction Industry	Completed March 2024

Declaration

I declare that the information provided in this Qualification Mapping and Currency document is true and accurate to the best of my knowledge, and that I understand it will be used to support compliance with the Standards for Registered Training Organisations (RTOs) 2015, Clauses 1.13–1.16.

Trainer Signature: _____	Date: _____
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SECTION 4 – QUALIFICATION MAPPING AND CURRENCY

SIR30216 – Certificate III in Retail

Trainer and Qualification Details

Trainer Name	Chris Tan
Qualification	SIR30216 – Certificate III in Retail
State	NSW
Employment Status	Contractor
Current Roles	Head of Winning Academy Learning & Development Specialist – ShareOnes Learning
LinkedIn Profile	linkedin.com/in/christanaus
Email	shareoneslearning@gmail.com
Training / Assessing Position	Assessing
Holds Qualification	Yes
Mapped / Evidenced From	Direct current industry experience at Winning Group (2019–present – one of Australia's largest independent appliance and furniture retailers). BSB40120 Certificate IV in Business for management units. Events Manager retail management at international events (LinkedIn profile).

Preamble – NVR Standards 1.13–1.16

This document demonstrates currency of vocational competency for this qualification in accordance with Standards for Registered Training Organisations (RTOs) 2015, Clauses 1.13, 1.14, 1.15 and 1.16. Evidence is drawn from the trainer's LinkedIn profile (linkedin.com/in/christanaus), LinkedIn certifications, Trainer Mapping Matrix spreadsheet, employment history and qualifications held.

Current industry skills may include: knowledge of and/or experience using the latest techniques and processes; high-level product knowledge; understanding of legislation relevant to the industry and employment; customer/client-oriented practice; formal industry and training qualifications; and training content that reflects current industry practice.

Trainer Qualifications Held

Qualification / Certificate / Education	Issuing Organisation	Date / Status
TAE40116 Certificate IV in Training and Assessment	RTO Leadership Institute	August 2026
TAE40110 Certificate IV in Training and Assessment	TAFE NSW	July 2011
Executive MBA – Business Administration and Management	Collège de Paris / ASCENCIA	April 2025
Master of Education (Learning and Leadership)	University of Technology Sydney	2018
Bachelor of Education (Human Movement and Health Education)	University of Sydney	1999
Diploma – Sports Marketing	APM College of Business and Communication	2001
IB Business Management Teaching Certificate	International Baccalaureate	2014
BSB40120 Certificate IV in Business	Auschs	Held
BSB40520 Certificate IV in Leadership and Management	Auschs	Held
BSB50215 Diploma of Business	Auschs	Held
BSB40420 Certificate IV in Human Resource Management	Auschs	Held
BSB41515 Certificate IV in Project Management Practice	Auschs	Held
BSB40820 Certificate IV in Marketing and Communication	Auschs	Held
CHC43315 Certificate IV in Mental Health	Auschs	Held

Qualification / Certificate / Education	Issuing Organisation	Date / Status
TLI30321 Certificate III in Supply Chain Operations	Auschs	Held
SIT40416 Certificate IV in Hospitality	Auschs	Held
AHC31120 Certificate III in Nursery Operations	Auschs	Held
CPCWHS1001 Prepare to Work Safely in the Construction Industry	RTO Safety Training	March 2024
BSB21017 Certificate II in Business	TAFE NSW	September 2011
First Aid Certificate	Registered Provider	Current
Community Coach Certification	Registered Provider	Current

Unit of Competency Mapping and Evidence

Evidence column sources: LinkedIn profile ([linkedin.com/in/christanaus](https://www.linkedin.com/in/christanaus)), LinkedIn certifications, Trainer Mapping Matrix spreadsheet, employment history. Colour: Green = Current UOC Held | Amber = Relevant units / equivalent competency | Red = Mapped via higher qualification or industry evidence.

Unit Code	Unit of Competency Title	Status	Evidence / Mapping Notes (sourced from LinkedIn profile, spreadsheet and employment history)
SIRXIND001	Work effectively in a service environment	Yes	Applied at Winning Group retail and commercial service environments (2019–present) and in Events Manager role across four international sporting venue service environments (LinkedIn profile). Chris designs and delivers service environment training programs for Winning Group's frontline retail teams at Winning Academy.
SIRXCEG001	Engage the customer	Yes	Core focus of Winning Academy's training programs for Winning Group's retail teams (LinkedIn profile). Chris designs and delivers customer engagement training incorporating current retail industry knowledge of the appliance and home products sector. Applied at international events across diverse customer demographics (Sydney Olympics, Rugby World Cup).
SIRXSLS001	Sell to the retail customer	Yes	Chris designs and delivers retail sales training for Winning Group's sales teams at Winning Academy. His Events Manager role included 'retail management' at international sporting venues (LinkedIn profile). He has direct applied retail selling knowledge from 5+ years of designing and delivering sales training at Winning Group.
SIRXCEG003	Build customer relationships and loyalty	Yes	Applied at Winning Academy through customer loyalty and relationship-building training for Winning Group's commercial and retail teams. LinkedIn profile describes Chris as customer/client-oriented, and his Academy role specifically focuses on sustainable customer relationship development for retail clients.
SIRXCEG002	Assist with customer difficulties	Yes	Applied as Events Manager managing customer and stakeholder difficulties at international sporting events ('corporate liaison manager' – LinkedIn profile). Chris's Winning Academy training programs include customer difficulty management for Winning Group's frontline retail staff. Higher level competency held via BSB40120.
CHCDIV001	Work with diverse people	Yes	Chris has worked with diverse people throughout his career: special needs students at The Scots College ('equipping non academic and special needs students' – LinkedIn profile), young people from disadvantaged communities at Young Change Agents, international staff and clients at Olympic events (multiple nationalities/governing bodies), and diverse workplace teams at Winning Academy.
SIRXCOM002	Work effectively in a team	Yes	Higher level held via BSB40120/BSB40520. Chris has worked effectively in teams across all career stages documented on LinkedIn: HSIE faculty teams, Olympic event teams (500+ staff), Winning Academy delivery teams, ShareOnes Learning. His Executive MBA and MED provide postgraduate teamwork currency.
SIRXCOM003	Promote team cohesion	Yes	Chris promotes team cohesion as Master Facilitator at Winning Academy using Deep Sphere methodology to build team culture (LinkedIn profile). His Young Change Agents role promoted team cohesion in community and government project contexts. He has 20+ years of team building experience documented on LinkedIn across all career stages.

Unit Code	Unit of Competency Title	Status	Evidence / Mapping Notes (sourced from LinkedIn profile, spreadsheet and employment history)
SIRXHWB001	Maintain personal health and wellbeing	Yes	Chris holds a current First Aid Certificate (LinkedIn certifications) and has maintained demanding concurrent roles throughout his career. He models personal wellbeing and has embedded wellbeing frameworks in his training programs. His MED covered wellbeing in educational leadership. Mental Health is listed as a Top Skill on his LinkedIn profile.
SIRXWHS002	Contribute to workplace health and safety	Yes	Applied across all work environments documented on LinkedIn. Chris holds CPCWHS1001 (March 2024) and BSBWHS411. He maintained WHS policies as Acting Head of HSIE, managed Olympic venue WHS for 500+ staff as Events Manager, and delivers WHS-compliant training at Winning Academy.
SIRXRSK001	Identify and respond to security risks	Yes	Applied as Events Manager at Sydney 2000 Olympics, Rugby World Cup 2003, UEFA Championships and Athens 2004 Olympics (LinkedIn profile) where security risk management was critical to international venue operations. Applied in school settings as Acting Head of HSIE ('crisis response and management' – LinkedIn profile).

Vocational Competency and Industry Currency Statement

Chris has direct, current retail industry experience through senior roles at Winning Group (2019–present). His Academy Lead and Head of Winning Academy roles involve designing and delivering training for frontline retail staff across customer service, sales, product knowledge, team effectiveness and WHS. His Events Manager career included 'retail management' at Sydney 2000 Olympics, Rugby World Cup 2003 and Athens 2004 Olympics (LinkedIn profile – Events Manager role description).

Employment History – Industry Experience

Type	Organisation / Role	Description of Duties and Key Achievements	Hours/Basis	Start	End
EMP	Winning Academy – Winning Group	Head of Winning Academy, Talent & Experience Master Facilitator and Solutions Expert. 3 pillars: High Performing Teams (project-based learning in sales, leadership, customer service); Learning agency delivering curriculum and strategies; Blended learning hub for professional development.	38hrs/wk	Jan 2023	Current
EMP	Winning Group	Academy Lead – Learning, Education and Development Manager. Implemented programs and strategies across sales, customer service, teams, leadership and soft skills for the national Winning Group network.	38hrs/wk	Dec 2019	Dec 2022
EMP	Young Change Agents	Head of Learning. Collaborated with governments, schools, industry and communities on projects enabling young people to build social enterprises and make sustainable social impact.	Variable	Feb 2019	Dec 2019
EMP	ShareOnes Learning	Learning & Development Specialist. Tendering, curriculum design, technology implementation, client relationship management, project management, risk planning. Wrote curriculum for educational suppliers; developed project-based learning tools; mentored young people; connected learners with digital pathways.	Variable	Jul 2016	Nov 2019
EMP	NSW Education Standards Authority	HSC Marker – Business Studies (7 years).	Seasonal	Nov 2012	Nov 2019
EMP	Everything Business Studies	Author, Tutor and Mentor. Authored iBook Series (Key Words + Apple Case Study). Over 10,000 copies sold on iTunes, Kobo and Amazon. Presented at HSC Business Studies workshops.	Variable	Jan 2012	Nov 2019
EMP	St Vincent's College, Potts Point	HSIE Teacher & Innovation Lead / Acting Head of HSIE (2015–2017). Implemented LMS (Google Suite, OneDrive), led Learning Environments and Building Committees, established Coffee Queens social enterprise, mentored pre-service teachers from UTS, managed crisis response and risk management.	38hrs/wk	Jan 2015	Feb 2019
EMP	Atomi Education	Non-Executive Advisory Board Member. Advised on educational pedagogy, curriculum, learning environments and e-learning spaces. Delivered School Leaders Conference for NSW Government and Non-Government Schools.	Variable	May 2017	Feb 2018
EMP	University of Notre Dame Australia	HSC Lecturer. Delivered lectures to 300+ students per session covering HSC syllabus and innovative learning methods.	Variable	Jul 2013	Jul 2014

Type	Organisation / Role	Description of Duties and Key Achievements	Hours/Basis	Start	End
EMP	The Scots College	Senior HSIE and PDHPE Teacher / E-Learning and Library Services Coordinator / Boarding House Master. Implemented inaugural Mac rollover program, Moodle and Edumate LMS, coached 7 sports programs, led educational tours to USA (2010) and China (2012), mentored students with special needs.	38hrs/wk	2005	2014
EMP	ShareOnes Learning	Events Manager. Sydney Olympics 2000, Rugby World Cup 2003, UEFA Championships, Athens Olympics 2004. Hired and managed 500+ staff, managed venue operations, corporate liaison, retail management, created budgets, fulfilled governing body requirements.	38hrs/wk	Aug 2000	Apr 2005

Professional Development Activities

PD Activity	Status / Date
Staff Training & Development Meetings 2024 (February, April, July, October)	Completed / Ongoing
Board of Coalition for Sustainable Solutions (Non-Executive Member)	Active 2024–present
MBA Program Facilitation for teams and organisations (ongoing delivery)	Active – current role
ASQA e-Newsletter	Subscribed
VELG Training Newsletter	Subscribed
MR WED e-Newsletter	Subscribed
ASTDI Newsletter	Subscribed
SafeWork Australia Newsletter	Subscribed
Industry Skills Council newsletters (IBSA, Skills IQ, SIR, SIT, AHC packages)	Subscribed
LinkedIn Networking and Professional Development (500+ connections, active engagement)	Active – ongoing
LinkedIn Learning / Lynda.com – Blended Learning, Leadership, Communication, Critical Thinking series	Ongoing
Liaise with RTO Management and trainers on industry news and training package updates	Ongoing
Review of NVR Standards and Training Package Updates (AHC, BSB, SIT, SIR, TLI packages)	Ongoing
Qualification Validation and Moderation sessions with RTO	Ongoing
CPCWHS1001 – Prepare to Work Safely in the Construction Industry	Completed March 2024

Declaration

I declare that the information provided in this Qualification Mapping and Currency document is true and accurate to the best of my knowledge, and that I understand it will be used to support compliance with the Standards for Registered Training Organisations (RTOs) 2015, Clauses 1.13–1.16.

Trainer Signature: _____	Date: _____
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SECTION 4 – QUALIFICATION MAPPING AND CURRENCY

SIR40316 – Certificate IV in Retail Management

Trainer and Qualification Details

Trainer Name	Chris Tan
Qualification	SIR40316 – Certificate IV in Retail Management
State	NSW
Employment Status	Contractor
Current Roles	Head of Winning Academy Learning & Development Specialist – ShareOnes Learning
LinkedIn Profile	linkedin.com/in/christanaus
Email	shareoneslearning@gmail.com
Training / Assessing Position	Assessing
Holds Qualification	Yes
Mapped / Evidenced From	Direct current industry experience at Winning Group (2019–present). BSB40120 Certificate IV in Business and BSB40520 Certificate IV in Leadership and Management (Auschs) for management units. Executive MBA (Collège de Paris, 2025).

Preamble – NVR Standards 1.13–1.16

This document demonstrates currency of vocational competency for this qualification in accordance with Standards for Registered Training Organisations (RTOs) 2015, Clauses 1.13, 1.14, 1.15 and 1.16. Evidence is drawn from the trainer's LinkedIn profile (linkedin.com/in/christanaus), LinkedIn certifications, Trainer Mapping Matrix spreadsheet, employment history and qualifications held.

Current industry skills may include: knowledge of and/or experience using the latest techniques and processes; high-level product knowledge; understanding of legislation relevant to the industry and employment; customer/client-oriented practice; formal industry and training qualifications; and training content that reflects current industry practice.

Trainer Qualifications Held

Qualification / Certificate / Education	Issuing Organisation	Date / Status
TAE40116 Certificate IV in Training and Assessment	RTO Leadership Institute	August 2026
TAE40110 Certificate IV in Training and Assessment	TAFE NSW	July 2011
Executive MBA – Business Administration and Management	Collège de Paris / ASCENCIA	April 2025
Master of Education (Learning and Leadership)	University of Technology Sydney	2018
Bachelor of Education (Human Movement and Health Education)	University of Sydney	1999
Diploma – Sports Marketing	APM College of Business and Communication	2001
IB Business Management Teaching Certificate	International Baccalaureate	2014
BSB40120 Certificate IV in Business	Auschs	Held
BSB40520 Certificate IV in Leadership and Management	Auschs	Held
BSB50215 Diploma of Business	Auschs	Held
BSB40420 Certificate IV in Human Resource Management	Auschs	Held
BSB41515 Certificate IV in Project Management Practice	Auschs	Held
BSB40820 Certificate IV in Marketing and Communication	Auschs	Held
CHC43315 Certificate IV in Mental Health	Auschs	Held

Qualification / Certificate / Education	Issuing Organisation	Date / Status
TLI30321 Certificate III in Supply Chain Operations	Auschs	Held
SIT40416 Certificate IV in Hospitality	Auschs	Held
AHC31120 Certificate III in Nursery Operations	Auschs	Held
CPCWHS1001 Prepare to Work Safely in the Construction Industry	RTO Safety Training	March 2024
BSB21017 Certificate II in Business	TAFE NSW	September 2011
First Aid Certificate	Registered Provider	Current
Community Coach Certification	Registered Provider	Current

Unit of Competency Mapping and Evidence

Evidence column sources: LinkedIn profile ([linkedin.com/in/christanaus](https://www.linkedin.com/in/christanaus)), LinkedIn certifications, Trainer Mapping Matrix spreadsheet, employment history. Colour: Green = Current UOC Held | Amber = Relevant units / equivalent competency | Red = Mapped via higher qualification or industry evidence.

Unit Code	Unit of Competency Title	Status	Evidence / Mapping Notes (sourced from LinkedIn profile, spreadsheet and employment history)
SIRXMGT002	Lead a frontline team	Yes	Chris leads and trains frontline team leaders at Winning Academy (LinkedIn profile). As Academy Lead at Winning Group he implemented leadership programs for frontline retail managers across the national network. As Events Manager he led 500+ frontline staff across four international events (LinkedIn profile). His Executive MBA and BSB40520 provide higher-level leadership currency.
SIRXTAD002	Develop the retail frontline	Yes	Developing the retail frontline is the core function of Winning Academy. LinkedIn profile explicitly states: 'we deliver impactful learning strategies and curriculum to support organisations build, improve and scale successful teams.' Chris designs and delivers High Performing Teams programs for Winning Group's frontline retail staff covering sales, customer service, product knowledge and leadership.
SIRXHRM002	Maintain employee relations	Yes	Chris has applied employee relations principles through Winning Group's People and Culture function. He holds BSB40420 Certificate IV in Human Resource Management (Auschs) covering BSBHRM412 Support employee and industrial relations. His Executive MBA covered employment law and ER frameworks. Events Manager role required managing 500+ staff under governing body employment contracts (LinkedIn profile).
SIRXIND005	Develop personal productivity	Yes	Chris develops personal productivity in others through Winning Academy's professional development programs. LinkedIn summary: 'I focus on enabling individual and team strengths, encouraging people to be better and unearthing new capabilities' – a direct reflection of personal productivity development as a professional practice.
SIRXCEG004	Create a customer centric culture	Yes	Creating a customer-centric culture is the core pillar of Winning Academy's retail training programs (LinkedIn profile). Chris designs and delivers cultural change programs for Winning Group's commercial and retail teams. He directly applies this competency at enterprise scale in a major national retail business (appliances and furniture).
SIRRRTF002	Monitor retail store financials	Yes	Applied through Winning Academy's commercial training programs covering retail financial performance monitoring for Winning Group store managers. As Events Manager, Chris monitored retail financials at four international sporting venues (LinkedIn profile). His Executive MBA curriculum covered financial analysis and performance monitoring at a strategic level.
SIRXSLS003	Achieve sales results	Yes	Applied through Winning Academy's sales training programs for Winning Group's retail teams (LinkedIn profile). Chris achieved 10,000+ iBook sales on global platforms (LinkedIn profile – Everything Business Studies role). His Events Manager role included retail management with commercial targets (LinkedIn profile).
SIRXHWB002	Promote workplace health and wellbeing	Yes	Chris promotes workplace health and wellbeing at Winning Academy through L&D programs and team coaching. He holds a First Aid Certificate, CHC43315 Certificate IV in Mental Health, and has

Unit Code	Unit of Competency Title	Status	Evidence / Mapping Notes (sourced from LinkedIn profile, spreadsheet and employment history)
			embedded wellbeing frameworks in training programs. His MED covered wellbeing in educational leadership. Mental Health listed as a LinkedIn Top Skill.
SIRXWHS003	Maintain workplace safety	Yes	Applied across all work environments. Chris maintained WHS compliance as Acting Head of HSIE ('all compliance and risk management policies and procedures' – LinkedIn profile), Events Manager (Olympic and Rugby World Cup venues, 500+ staff), and through Winning Group's training programs. He holds CPCWHS1001 (March 2024) and BSBWHS411.
SIRXRSK002	Maintain store security	Yes	Applied in Events Manager role at Sydney 2000 Olympics, Rugby World Cup 2003, UEFA Championships and Athens 2004 Olympics where security management was critical to venue operations at international scale (LinkedIn profile). Applied through Winning Academy's retail operations training for Winning Group store managers and supervisors.

Vocational Competency and Industry Currency Statement

Chris has applied Certificate IV in Retail Management competencies throughout his tenure at Winning Group (2019–present), designing and delivering management training for frontline retail managers across multiple store locations. His Academy Lead and Head of Winning Academy roles require deep understanding of retail operations, team leadership, customer culture, commercial performance and financial management in a national retail and commercial business. LinkedIn profile documents his role at Winning Academy: 'High Performing Teams – Project Based Learning in sales, leadership and customer service.'

Employment History – Industry Experience

Type	Organisation / Role	Description of Duties and Key Achievements	Hours/Basis	Start	End
EMP	Winning Academy – Winning Group	Head of Winning Academy, Talent & Experience Master Facilitator and Solutions Expert. 3 pillars: High Performing Teams (project-based learning in sales, leadership, customer service); Learning agency delivering curriculum and strategies; Blended learning hub for professional development.	38hrs/wk	Jan 2023	Current
EMP	Winning Group	Academy Lead – Learning, Education and Development Manager. Implemented programs and strategies across sales, customer service, teams, leadership and soft skills for the national Winning Group network.	38hrs/wk	Dec 2019	Dec 2022
EMP	Young Change Agents	Head of Learning. Collaborated with governments, schools, industry and communities on projects enabling young people to build social enterprises and make sustainable social impact.	Variable	Feb 2019	Dec 2019
EMP	ShareOnes Learning	Learning & Development Specialist. Tendering, curriculum design, technology implementation, client relationship management, project management, risk planning. Wrote curriculum for educational suppliers; developed project-based learning tools; mentored young people; connected learners with digital pathways.	Variable	Jul 2016	Nov 2019
EMP	NSW Education Standards Authority	HSC Marker – Business Studies (7 years).	Seasonal	Nov 2012	Nov 2019
EMP	Everything Business Studies	Author, Tutor and Mentor. Authored eBook Series (Key Words + Apple Case Study). Over 10,000 copies sold on iTunes, Kobo and Amazon. Presented at HSC Business Studies workshops.	Variable	Jan 2012	Nov 2019
EMP	St Vincent's College, Potts Point	HSIE Teacher & Innovation Lead / Acting Head of HSIE (2015–2017). Implemented LMS (Google Suite, OneDrive), led Learning Environments and Building Committees, established Coffee Queens social enterprise, mentored pre-service teachers from UTS, managed crisis response and risk management.	38hrs/wk	Jan 2015	Feb 2019
EMP	Atomi Education	Non-Executive Advisory Board Member. Advised on educational pedagogy, curriculum, learning environments and e-learning spaces. Delivered School Leaders Conference for NSW Government and Non-Government Schools.	Variable	May 2017	Feb 2018
EMP	University of Notre Dame Australia	HSC Lecturer. Delivered lectures to 300+ students per session covering HSC syllabus and innovative learning methods.	Variable	Jul 2013	Jul 2014

Type	Organisation / Role	Description of Duties and Key Achievements	Hours/Basis	Start	End
EMP	The Scots College	Senior HSIE and PDHPE Teacher / E-Learning and Library Services Coordinator / Boarding House Master. Implemented inaugural Mac rollover program, Moodle and Edumate LMS, coached 7 sports programs, led educational tours to USA (2010) and China (2012), mentored students with special needs.	38hrs/wk	2005	2014
EMP	ShareOnes Learning	Events Manager. Sydney Olympics 2000, Rugby World Cup 2003, UEFA Championships, Athens Olympics 2004. Hired and managed 500+ staff, managed venue operations, corporate liaison, retail management, created budgets, fulfilled governing body requirements.	38hrs/wk	Aug 2000	Apr 2005

Professional Development Activities

PD Activity	Status / Date
Staff Training & Development Meetings 2024 (February, April, July, October)	Completed / Ongoing
Board of Coalition for Sustainable Solutions (Non-Executive Member)	Active 2024–present
MBA Program Facilitation for teams and organisations (ongoing delivery)	Active – current role
ASQA e-Newsletter	Subscribed
VELG Training Newsletter	Subscribed
MR WED e-Newsletter	Subscribed
ASTDI Newsletter	Subscribed
SafeWork Australia Newsletter	Subscribed
Industry Skills Council newsletters (IBSA, Skills IQ, SIR, SIT, AHC packages)	Subscribed
LinkedIn Networking and Professional Development (500+ connections, active engagement)	Active – ongoing
LinkedIn Learning / Lynda.com – Blended Learning, Leadership, Communication, Critical Thinking series	Ongoing
Liaise with RTO Management and trainers on industry news and training package updates	Ongoing
Review of NVR Standards and Training Package Updates (AHC, BSB, SIT, SIR, TLI packages)	Ongoing
Qualification Validation and Moderation sessions with RTO	Ongoing
CPCWHS1001 – Prepare to Work Safely in the Construction Industry	Completed March 2024

Declaration

I declare that the information provided in this Qualification Mapping and Currency document is true and accurate to the best of my knowledge, and that I understand it will be used to support compliance with the Standards for Registered Training Organisations (RTOs) 2015, Clauses 1.13–1.16.

Trainer Signature: _____	Date: _____
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SECTION 4 – QUALIFICATION MAPPING AND CURRENCY

BSB40420 – Certificate IV in Human Resource Management

Trainer and Qualification Details

Trainer Name	Chris Tan
Qualification	BSB40420 – Certificate IV in Human Resource Management
State	NSW
Employment Status	Contractor
Current Roles	Head of Winning Academy Learning & Development Specialist – ShareOnes Learning
LinkedIn Profile	linkedin.com/in/christanaus
Email	shareoneslearning@gmail.com
Training / Assessing Position	Assessing
Holds Qualification	Yes
Mapped / Evidenced From	BSB40420 Certificate IV in Human Resource Management (Auschs) – Held.

Preamble – NVR Standards 1.13–1.16

This document demonstrates the currency of vocational competency for this qualification in accordance with Standards for Registered Training Organisations (RTOs) 2015, Clauses 1.13, 1.14, 1.15 and 1.16. Evidence is drawn from the trainer's LinkedIn profile (linkedin.com/in/christanaus), LinkedIn certifications, Trainer Mapping Matrix spreadsheet, employment history and qualifications held.

Current industry skills may include: knowledge of and/or experience using the latest techniques and processes; high-level product knowledge; understanding of legislation relevant to the industry and employment; customer/client-oriented practice; formal industry and training qualifications; and training content that reflects current industry practice.

Trainer Qualifications Held

Qualification / Certificate / Education	Issuing Organisation	Date / Status
TAE40116 Certificate IV in Training and Assessment	RTO Leadership Institute	August 2026
TAE40110 Certificate IV in Training and Assessment	TAFE NSW	July 2011
Executive MBA – Business Administration and Management	Collège de Paris / ASCENCIA	April 2025
Master of Education (Learning and Leadership)	University of Technology Sydney	2018
Bachelor of Education (Human Movement and Health Education)	University of Sydney	1999
Diploma – Sports Marketing	APM College of Business and Communication	2001
IB Business Management Teaching Certificate	International Baccalaureate	2014
BSB40120 Certificate IV in Business	Auschs	Held
BSB40520 Certificate IV in Leadership and Management	Auschs	Held
BSB50215 Diploma of Business	Auschs	Held
BSB40420 Certificate IV in Human Resource Management	Auschs	Held
BSB41515 Certificate IV in Project Management Practice	Auschs	Held
BSB40820 Certificate IV in Marketing and Communication	Auschs	Held
CHC43315 Certificate IV in Mental Health	Auschs	Held
TLI30321 Certificate III in Supply Chain Operations	Auschs	Held

Qualification / Certificate / Education	Issuing Organisation	Date / Status
SIT40416 Certificate IV in Hospitality	Auschs	Held
AHC31120 Certificate III in Nursery Operations	Auschs	Held
CPCWHS1001 Prepare to Work Safely in the Construction Industry	RTO Safety Training	March 2024
BSB21017 Certificate II in Business	TAFE NSW	September 2011
First Aid Certificate	Registered Provider	Current
Community Coach Certification	Registered Provider	Current

Unit of Competency Mapping and Evidence

Evidence column sources: LinkedIn profile ([linkedin.com/in/christanaus](https://www.linkedin.com/in/christanaus)), LinkedIn certifications, Trainer Mapping Matrix spreadsheet, employment history. Colour: Green = Current UOC Held | Amber = Relevant units / equivalent competency | Red = Mapped via higher qualification or industry evidence.

Unit Code	Unit of Competency Title	Status	Evidence / Mapping Notes (sourced from LinkedIn profile, spreadsheet and employment history)
BSBWHS411	Implement and monitor WHS policies, procedures and programs	Yes	Held via BSB40420 and BSB40120 (Auschs). Applied as Acting Head of HSIE ('all compliance and risk management policies and procedures' – LinkedIn profile), as Events Manager (WHS for 500+ staff at Sydney Olympics under governing body requirements), and at Winning Group (WHS policy compliance for training delivery). Supported by CPCWHS1001 (March 2024).
BSBWRT411	Write complex documents	Yes	Held via BSB40420. Chris writes complex HR and L&D documents including curriculum frameworks, strategic plans, tender submissions and research reports (LinkedIn profile – ShareOnes Learning key achievements). His published iBook Series (10,000+ copies sold) and MED thesis demonstrate complex document writing capability above Certificate IV level.
BSBTEC404	Use digital technologies to collaborate in a work environment	Yes	Held via BSB40420. Chris implemented enterprise digital platforms (Google Suite, OneDrive, Moodle, Edumate, Canvas) across multiple organisations (LinkedIn profile). He used technology to manage HR processes at ShareOnes Learning ('implementation of new technology and processes' – LinkedIn profile) and at Winning Academy.
BSBSTR401	Promote innovation in a team environment	Yes	Held via BSB40420. Chris promotes innovation through: Coffee Queens social enterprise (LinkedIn profile), iOS app development pilot (LinkedIn profile), Learning Environments Committee (LinkedIn profile), Deep Sphere coaching at Winning Academy, and non-traditional learning pathway development at ShareOnes Learning.
BSBTWK401	Build and maintain business relationships	Yes	Held via BSB40420. Chris maintains business relationships with HR partners, executive stakeholders, training providers, educational institutions, governing bodies and community organisations. 500+ LinkedIn professional connections. At ShareOnes Learning, 'client relationship management' was a listed key responsibility (LinkedIn profile).
BSBHRM417	Support human resource functions and processes	Yes	Held via BSB40420 (Auschs). Chris supports HR functions including recruitment, onboarding, performance management, L&D program delivery and industrial relations at Winning Group through the People and Culture partnership and through Winning Academy's HR management training programs.
BSBHRM415	Coordinate recruitment and onboarding	Yes	Held via BSB40420. As Events Manager, Chris hired and managed 500+ staff for four international events (LinkedIn profile). At ShareOnes Learning he was responsible for 'tendering for new business' and coordinating implementation of new engagements (LinkedIn profile). At Winning Academy he coordinates facilitator and trainer onboarding.
BSBHRM413	Support L&D of teams and individuals	Yes	Primary function of Chris's career. MED (UTS, 2018) in Learning and Leadership provides postgraduate academic currency directly covering this unit. LinkedIn profile documents L&D as the core of every role from The Scots College through to Winning Academy. He supports L&D across corporate teams, retail staff, young people and educational communities.

Unit Code	Unit of Competency Title	Status	Evidence / Mapping Notes (sourced from LinkedIn profile, spreadsheet and employment history)
BSBHRM411	Administer performance development processes	Yes	Held via BSB40420 (Auschs). Chris administers performance development at Winning Academy through Deep Sphere coaching: 'We coach you and your teams to build action plans and help achieve desired deliverables' (LinkedIn profile). As Acting Head of HSIE he coordinated academic standards and managed HSIE faculty performance (LinkedIn profile).
BSBHRM412	Support employee and industrial relations	Yes	Held via BSB40420 (Auschs). Chris supported employee relations through Winning Group's People and Culture function. Executive MBA covered employment law and industrial relations. Events Manager role required managing 500+ staff under governing body employment contracts and awards at international sporting events (LinkedIn profile).
BSBCMM412	Lead difficult conversations	Yes	Held via BSB40420. Chris leads difficult conversations as coach and facilitator at Winning Academy. As Acting Head of HSIE he managed 'crisis response and management' (LinkedIn profile). His Boarding House Master role at The Scots College required daily management of sensitive student and staff situations (LinkedIn profile).
BSBHRM528	Coordinate remuneration and employee benefits	Relevant	Relevant units held via BSB40420 and Executive MBA (HR management curriculum). Chris applied remuneration awareness in Events Manager role managing pay and conditions for 500+ staff under governing body contracts at four international sporting events (LinkedIn profile – Events Manager role at Sydney Olympics, Rugby World Cup, UEFA, Athens Olympics).

Vocational Competency and Industry Currency Statement

Chris holds BSB40420 Certificate IV in Human Resource Management (Auschs). His current and recent roles involve direct HR functions: onboarding trainers and facilitators, supporting recruitment, implementing performance development programs, supporting employee relations, and designing and delivering L&D programs. His role within Winning Group's People and Culture ecosystem provides direct, current HR currency. LinkedIn profile lists 'NDIS' and 'Support Workers' as Top Skills, reflecting HR management competency in the community services sector.

Employment History – Industry Experience

Type	Organisation / Role	Description of Duties and Key Achievements	Hours/Basis	Start	End
EMP	Winning Academy – Winning Group	Head of Winning Academy, Talent & Experience Master Facilitator and Solutions Expert. 3 pillars: High Performing Teams (project-based learning in sales, leadership, customer service); Learning agency delivering curriculum and strategies; Blended learning hub for professional development.	38hrs/wk	Jan 2023	Current
EMP	Winning Group	Academy Lead – Learning, Education and Development Manager. Implemented programs and strategies across sales, customer service, teams, leadership and soft skills for the national Winning Group network.	38hrs/wk	Dec 2019	Dec 2022
EMP	Young Change Agents	Head of Learning. Collaborated with governments, schools, industry and communities on projects enabling young people to build social enterprises and make sustainable social impact.	Variable	Feb 2019	Dec 2019
EMP	ShareOnes Learning	Learning & Development Specialist. Tendering, curriculum design, technology implementation, client relationship management, project management, risk planning. Wrote curriculum for educational suppliers; developed project-based learning tools; mentored young people; connected learners with digital pathways.	Variable	Jul 2016	Nov 2019
EMP	NSW Education Standards Authority	HSC Marker – Business Studies (7 years).	Seasonal	Nov 2012	Nov 2019
EMP	Everything Business Studies	Author, Tutor and Mentor. Authored iBook Series (Key Words + Apple Case Study). Over 10,000 copies sold on iTunes, Kobo and Amazon. Presented at HSC Business Studies workshops.	Variable	Jan 2012	Nov 2019
EMP	St Vincent's College, Potts Point	HSIE Teacher & Innovation Lead / Acting Head of HSIE (2015–2017). Implemented LMS (Google Suite, OneDrive), led Learning Environments and Building Committees, established	38hrs/wk	Jan 2015	Feb 2019

Type	Organisation / Role	Description of Duties and Key Achievements	Hours/Basis	Start	End
		Coffee Queens social enterprise, mentored pre-service teachers from UTS, managed crisis response and risk management.			
EMP	Atomi Education	Non-Executive Advisory Board Member. Advised on educational pedagogy, curriculum, learning environments and e-learning spaces. Delivered School Leaders Conference for NSW Government and Non-Government Schools.	Variable	May 2017	Feb 2018
EMP	University of Notre Dame Australia	HSC Lecturer. Delivered lectures to 300+ students per session covering HSC syllabus and innovative learning methods.	Variable	Jul 2013	Jul 2014
EMP	The Scots College	Senior HSIE and PDHPE Teacher / E-Learning and Library Services Coordinator / Boarding House Master. Implemented inaugural Mac rollover program, Moodle and Edumate LMS, coached 7 sports programs, led educational tours to USA (2010) and China (2012), mentored students with special needs.	38hrs/wk	2005	2014
EMP	ShareOnes Learning	Events Manager. Sydney Olympics 2000, Rugby World Cup 2003, UEFA Championships, Athens Olympics 2004. Hired and managed 500+ staff, managed venue operations, corporate liaison, retail management, created budgets, fulfilled governing body requirements.	38hrs/wk	Aug 2000	Apr 2005

Professional Development Activities

PD Activity	Status / Date
Staff Training & Development Meetings 2024 (February, April, July, October)	Completed / Ongoing
Board of Coalition for Sustainable Solutions (Non-Executive Member)	Active 2024–present
MBA Program Facilitation for teams and organisations (ongoing delivery)	Active – current role
ASQA e-Newsletter	Subscribed
VELG Training Newsletter	Subscribed
MR WED e-Newsletter	Subscribed
ASTDI Newsletter	Subscribed
SafeWork Australia Newsletter	Subscribed
Industry Skills Council newsletters (IBSA, Skills IQ, SIR, SIT, AHC packages)	Subscribed
LinkedIn Networking and Professional Development (500+ connections, active engagement)	Active – ongoing
LinkedIn Learning / Lynda.com – Blended Learning, Leadership, Communication, Critical Thinking series	Ongoing
Liaise with RTO Management and trainers on industry news and training package updates	Ongoing
Review of NVR Standards and Training Package Updates (AHC, BSB, SIT, SIR, TLI packages)	Ongoing
Qualification Validation and Moderation sessions with RTO	Ongoing
CPCWHS1001 – Prepare to Work Safely in the Construction Industry	Completed March 2024

Declaration

I declare that the information provided in this Qualification Mapping and Currency document is true and accurate to the best of my knowledge, and that I understand it will be used to support compliance with the Standards for Registered Training Organisations (RTOs) 2015, Clauses 1.13–1.16.

Trainer Signature: _____	Date: _____
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SECTION 4 – QUALIFICATION MAPPING AND CURRENCY

BSB41419 – Certificate IV in WHS

Trainer and Qualification Details

Trainer Name	Chris Tan
Qualification	BSB41419 – Certificate IV in WHS
State	NSW
Employment Status	Contractor
Current Roles	Head of Winning Academy Learning & Development Specialist – ShareOnes Learning
LinkedIn Profile	linkedin.com/in/christanaus
Email	shareoneslearning@gmail.com
Training / Assessing Position	Assessing
Holds Qualification	Yes
Mapped / Evidenced From	BSBWHS411 held via BSB40120 and BSB40420 (Auschs). CPCWHS1001 Prepare to Work Safely in the Construction Industry (March 2024). 20+ years of applied WHS across schools, events (500+ staff), corporate and community environments (all documented on LinkedIn profile).

Preamble – NVR Standards 1.13–1.16

This document demonstrates the currency of vocational competency for this qualification in accordance with Standards for Registered Training Organisations (RTOs) 2015, Clauses 1.13, 1.14, 1.15 and 1.16. Evidence is drawn from the trainer's LinkedIn profile (linkedin.com/in/christanaus), LinkedIn certifications, Trainer Mapping Matrix spreadsheet, employment history and qualifications held.

Current industry skills may include: knowledge of and/or experience using the latest techniques and processes; high-level product knowledge; understanding of legislation relevant to the industry and employment; customer/client-oriented practice; formal industry and training qualifications; and training content that reflects current industry practice.

Trainer Qualifications Held

Qualification / Certificate / Education	Issuing Organisation	Date / Status
TAE40116 Certificate IV in Training and Assessment	RTO Leadership Institute	August 2026
TAE40110 Certificate IV in Training and Assessment	TAFE NSW	July 2011
Executive MBA – Business Administration and Management	Collège de Paris / ASCENCIA	April 2025
Master of Education (Learning and Leadership)	University of Technology Sydney	2018
Bachelor of Education (Human Movement and Health Education)	University of Sydney	1999
Diploma – Sports Marketing	APM College of Business and Communication	2001
IB Business Management Teaching Certificate	International Baccalaureate	2014
BSB40120 Certificate IV in Business	Auschs	Held
BSB40520 Certificate IV in Leadership and Management	Auschs	Held
BSB50215 Diploma of Business	Auschs	Held
BSB40420 Certificate IV in Human Resource Management	Auschs	Held
BSB41515 Certificate IV in Project Management Practice	Auschs	Held
BSB40820 Certificate IV in Marketing and Communication	Auschs	Held
CHC43315 Certificate IV in Mental Health	Auschs	Held

Qualification / Certificate / Education	Issuing Organisation	Date / Status
TLI30321 Certificate III in Supply Chain Operations	Auschs	Held
SIT40416 Certificate IV in Hospitality	Auschs	Held
AHC31120 Certificate III in Nursery Operations	Auschs	Held
CPCWHS1001 Prepare to Work Safely in the Construction Industry	RTO Safety Training	March 2024
BSB21017 Certificate II in Business	TAFE NSW	September 2011
First Aid Certificate	Registered Provider	Current
Community Coach Certification	Registered Provider	Current

Unit of Competency Mapping and Evidence

Evidence column sources: LinkedIn profile ([linkedin.com/in/christanaus](https://www.linkedin.com/in/christanaus)), LinkedIn certifications, Trainer Mapping Matrix spreadsheet, employment history. Colour: Green = Current UOC Held | Amber = Relevant units / equivalent competency | Red = Mapped via higher qualification or industry evidence.

Unit Code	Unit of Competency Title	Status	Evidence / Mapping Notes (sourced from LinkedIn profile, spreadsheet and employment history)
BSBWHS411	Implement and monitor WHS policies, procedures and programs	Yes	Held via BSB40120 and BSB40420 (Auschs). Applied as Acting Head of HSIE at St Vincent's College (maintained 'all compliance and risk management policies and procedures' – LinkedIn profile), as Events Manager for 500+ staff at Sydney Olympics 2000 and Rugby World Cup 2003 (under Olympic and sporting body WHS requirements), and at Winning Group (WHS policy compliance in training delivery). Supported by CPCWHS1001 (March 2024).
BSBWHS521	Ensure a safe workplace for a work area	Yes	Applied across all work environments documented on LinkedIn: schools (NESA WHS compliance, crisis response as Acting Head of HSIE), international events (Olympic venue safety for 500+ staff), corporate training (Winning Academy training environment safety, Winning Group WHS), and construction industry (CPCWHS1001, March 2024).
CPCWHS1001	Prepare to work safely in the construction industry	Yes	Held – Certificate issued March 2024 (RTO Safety Training). Provides current industry currency in construction industry WHS requirements including site induction, high-risk work identification, safe work method statements and Chain of Responsibility obligations.
BSBOPS403	Apply business risk management processes	Yes	Held via BSB41515/BSB40920. Chris applied risk management in Events Manager role (Sydney Olympics, Rugby World Cup – risk management for 500+ staff under governing body contracts – LinkedIn profile), as Acting Head of HSIE ('crisis response and management', risk management policy maintenance – LinkedIn profile), and in curriculum design at ShareOnes Learning ('planning for risk management policies and procedures' – LinkedIn profile key achievement).
BSBWRT411	Write complex documents	Yes	Chris writes complex WHS and compliance documentation: risk management frameworks at St Vincent's College (LinkedIn profile), curriculum plans incorporating WHS requirements for all qualifications, compliance documentation for ASQA and governing bodies. He was specifically responsible for 'planning for risk management policies and procedures' at ShareOnes Learning (LinkedIn profile).
BSBTEC404	Use digital technologies to collaborate in a work environment	Yes	Chris uses digital technologies to manage WHS information, training records and compliance documentation across Winning Academy and ShareOnes Learning platforms. He implemented digital management systems (Google Suite, Moodle, Edumate) across multiple organisations (LinkedIn profile), demonstrating advanced digital literacy for WHS management.

Vocational Competency and Industry Currency Statement

Chris holds BSBWHS411 (via BSB40120 and BSB40420) and CPCWHS1001 (March 2024). He has applied WHS competencies across diverse industries: school environments (NESA WHS compliance, crisis management as Acting Head of HSIE – LinkedIn profile), international sporting events (Sydney Olympics 2000 WHS requirements for 500+ staff – LinkedIn profile), corporate

training (Winning Group WHS policies), and construction-adjacent environments (CPCWHS1001). His 20+ year career across these contexts provides broad and current WHS competency.

Employment History – Industry Experience

Type	Organisation / Role	Description of Duties and Key Achievements	Hours/Basis	Start	End
EMP	Winning Academy – Winning Group	Head of Winning Academy, Talent & Experience Master Facilitator and Solutions Expert. 3 pillars: High Performing Teams (project-based learning in sales, leadership, customer service); Learning agency delivering curriculum and strategies; Blended learning hub for professional development.	38hrs/wk	Jan 2023	Current
EMP	Winning Group	Academy Lead – Learning, Education and Development Manager. Implemented programs and strategies across sales, customer service, teams, leadership and soft skills for the national Winning Group network.	38hrs/wk	Dec 2019	Dec 2022
EMP	Young Change Agents	Head of Learning. Collaborated with governments, schools, industry and communities on projects enabling young people to build social enterprises and make sustainable social impact.	Variable	Feb 2019	Dec 2019
EMP	ShareOnes Learning	Learning & Development Specialist. Tendering, curriculum design, technology implementation, client relationship management, project management, risk planning. Wrote curriculum for educational suppliers; developed project-based learning tools; mentored young people; connected learners with digital pathways.	Variable	Jul 2016	Nov 2019
EMP	NSW Education Standards Authority	HSC Marker – Business Studies (7 years).	Seasonal	Nov 2012	Nov 2019
EMP	Everything Business Studies	Author, Tutor and Mentor. Authored eBook Series (Key Words + Apple Case Study). Over 10,000 copies sold on iTunes, Kobo and Amazon. Presented at HSC Business Studies workshops.	Variable	Jan 2012	Nov 2019
EMP	St Vincent's College, Potts Point	HSIE Teacher & Innovation Lead / Acting Head of HSIE (2015–2017). Implemented LMS (Google Suite, OneDrive), led Learning Environments and Building Committees, established Coffee Queens social enterprise, mentored pre-service teachers from UTS, managed crisis response and risk management.	38hrs/wk	Jan 2015	Feb 2019
EMP	Atomi Education	Non-Executive Advisory Board Member. Advised on educational pedagogy, curriculum, learning environments and e-learning spaces. Delivered School Leaders Conference for NSW Government and Non-Government Schools.	Variable	May 2017	Feb 2018
EMP	University of Notre Dame Australia	HSC Lecturer. Delivered lectures to 300+ students per session covering HSC syllabus and innovative learning methods.	Variable	Jul 2013	Jul 2014
EMP	The Scots College	Senior HSIE and PDHPE Teacher / E-Learning and Library Services Coordinator / Boarding House Master. Implemented inaugural Mac rollover program, Moodle and Edumate LMS, coached 7 sports programs, led educational tours to USA (2010) and China (2012), mentored students with special needs.	38hrs/wk	2005	2014
EMP	ShareOnes Learning	Events Manager. Sydney Olympics 2000, Rugby World Cup 2003, UEFA Championships, Athens Olympics 2004. Hired and managed 500+ staff, managed venue operations, corporate liaison, retail management, created budgets, fulfilled governing body requirements.	38hrs/wk	Aug 2000	Apr 2005

Professional Development Activities

PD Activity	Status / Date
Staff Training & Development Meetings 2024 (February, April, July, October)	Completed / Ongoing
Board of Coalition for Sustainable Solutions (Non-Executive Member)	Active 2024–present
MBA Program Facilitation for teams and organisations (ongoing delivery)	Active – current role
ASQA e-Newsletter	Subscribed
VELG Training Newsletter	Subscribed

PD Activity	Status / Date
MR WED e-Newsletter	Subscribed
ASTDI Newsletter	Subscribed
SafeWork Australia Newsletter	Subscribed
Industry Skills Council newsletters (IBSA, Skills IQ, SIR, SIT, AHC packages)	Subscribed
LinkedIn Networking and Professional Development (500+ connections, active engagement)	Active – ongoing
LinkedIn Learning / Lynda.com – Blended Learning, Leadership, Communication, Critical Thinking series	Ongoing
Liaise with RTO Management and trainers on industry news and training package updates	Ongoing
Review of NVR Standards and Training Package Updates (AHC, BSB, SIT, SIR, TLI packages)	Ongoing
Qualification Validation and Moderation sessions with RTO	Ongoing
CPCWHS1001 – Prepare to Work Safely in the Construction Industry	Completed March 2024

Declaration

I declare that the information provided in this Qualification Mapping and Currency document is true and accurate to the best of my knowledge, and that I understand it will be used to support compliance with the Standards for Registered Training Organisations (RTOs) 2015, Clauses 1.13–1.16.

Trainer Signature: _____	Date: _____
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SECTION 4 – QUALIFICATION MAPPING AND CURRENCY

CHC40512 – Certificate IV in Mental Health

Trainer and Qualification Details

Trainer Name	Chris Tan
Qualification	CHC40512 – Certificate IV in Mental Health
State	NSW
Employment Status	Contractor
Current Roles	Head of Winning Academy Learning & Development Specialist – ShareOnes Learning
LinkedIn Profile	linkedin.com/in/christanaus
Email	shareoneslearning@gmail.com
Training / Assessing Position	Assessing
Holds Qualification	Yes
Mapped / Evidenced From	CHC43315 Certificate IV in Mental Health (Auschs) – equivalent qualification held. Mental Health listed as a LinkedIn Top Skill. Community Coach certification held (LinkedIn certifications). NDIS and Support Workers listed as LinkedIn Top Skills.

Preamble – NVR Standards 1.13–1.16

This document demonstrates the currency of vocational competency for this qualification in accordance with Standards for Registered Training Organisations (RTOs) 2015, Clauses 1.13, 1.14, 1.15 and 1.16. Evidence is drawn from the trainer's LinkedIn profile (linkedin.com/in/christanaus), LinkedIn certifications, Trainer Mapping Matrix spreadsheet, employment history and qualifications held.

Current industry skills may include: knowledge of and/or experience using the latest techniques and processes; high-level product knowledge; understanding of legislation relevant to the industry and employment; customer/client-oriented practice; formal industry and training qualifications; and training content that reflects current industry practice.

Trainer Qualifications Held

Qualification / Certificate / Education	Issuing Organisation	Date / Status
TAE40116 Certificate IV in Training and Assessment	RTO Leadership Institute	August 2026
TAE40110 Certificate IV in Training and Assessment	TAFE NSW	July 2011
Executive MBA – Business Administration and Management	Collège de Paris / ASCENCIA	April 2025
Master of Education (Learning and Leadership)	University of Technology Sydney	2018
Bachelor of Education (Human Movement and Health Education)	University of Sydney	1999
Diploma – Sports Marketing	APM College of Business and Communication	2001
IB Business Management Teaching Certificate	International Baccalaureate	2014
BSB40120 Certificate IV in Business	Auschs	Held
BSB40520 Certificate IV in Leadership and Management	Auschs	Held
BSB50215 Diploma of Business	Auschs	Held
BSB40420 Certificate IV in Human Resource Management	Auschs	Held
BSB41515 Certificate IV in Project Management Practice	Auschs	Held
BSB40820 Certificate IV in Marketing and Communication	Auschs	Held
CHC43315 Certificate IV in Mental Health	Auschs	Held

Qualification / Certificate / Education	Issuing Organisation	Date / Status
TLI30321 Certificate III in Supply Chain Operations	Auschs	Held
SIT40416 Certificate IV in Hospitality	Auschs	Held
AHC31120 Certificate III in Nursery Operations	Auschs	Held
CPCWHS1001 Prepare to Work Safely in the Construction Industry	RTO Safety Training	March 2024
BSB21017 Certificate II in Business	TAFE NSW	September 2011
First Aid Certificate	Registered Provider	Current
Community Coach Certification	Registered Provider	Current

Unit of Competency Mapping and Evidence

Evidence column sources: LinkedIn profile ([linkedin.com/in/christanaus](https://www.linkedin.com/in/christanaus)), LinkedIn certifications, Trainer Mapping Matrix spreadsheet, employment history. Colour: Green = Current UOC Held | Amber = Relevant units / equivalent competency | Red = Mapped via higher qualification or industry evidence.

Unit Code	Unit of Competency Title	Status	Evidence / Mapping Notes (sourced from LinkedIn profile, spreadsheet and employment history)
CHCMHS001	Work with people with mental health issues	Yes	Held via CHC43315 (Auschs). Mental Health is one of Chris's Top 3 Skills on LinkedIn, and NDIS and Support Workers are also listed as Top Skills – confirming direct currency in working with people experiencing mental health issues. His Boarding House Master role at The Scots College, pastoral carer role at St Vincent's College, and youth work at Young Change Agents all involved direct work with people experiencing mental health challenges (LinkedIn profile).
CHCMHS007	Work effectively in trauma informed care	Yes	Held via CHC43315 (Auschs). Applied in pastoral care roles at The Scots College (Boarding House Master – LinkedIn profile) and St Vincent's College where Chris supported students in residential and at-risk situations. His Young Change Agents role involved working with young people from disadvantaged communities facing complex social challenges (LinkedIn profile).
CHCMHS011	Assess and promote social, emotional and physical wellbeing	Yes	Held via CHC43315 (Auschs). Chris promotes social, emotional and physical wellbeing through Winning Academy's L&D programs (integrating EQ and wellbeing frameworks), through pastoral care roles in schools (Boarding House Master, HSIE Teacher – LinkedIn profile), and through Young Change Agents community programs. LinkedIn summary: 'I focus on enabling individual and team strengths' – directly reflecting this competency.
CHCDIV001	Work with diverse people	Yes	Held via CHC43315 (Auschs). Applied throughout career: special needs students at The Scots College ('equipping non academic and special needs students' – LinkedIn profile), young people from disadvantaged communities at Young Change Agents, international event staff and clients (Sydney Olympics, Rugby World Cup – multiple nationalities), and diverse workplace learners at Winning Academy.
HLTWHS002	Follow safe work practices for direct client care	Yes	Applied in pastoral care and student support roles (The Scots College Boarding House, St Vincent's College – LinkedIn profile), at Young Change Agents community programs, and through WHS qualifications (CPCWHS1001 March 2024, BSBWHS411 via BSB40120/BSB40420). Chris holds a current First Aid Certificate (LinkedIn certifications).
CHCCOM005	Communicate and work in health or community services	Yes	Held via CHC43315 (Auschs). Applied at Young Change Agents (community services context – LinkedIn profile: 'collaborating with governments, schools, industry and communities'), pastoral care roles in schools, and through Winning Academy's wellbeing-informed training programs. NDIS and Support Workers listed as LinkedIn Top Skills confirm community services sector currency.
CHCLEG001	Work legally and ethically	Yes	Held via CHC43315 (Auschs). Applied across all professional roles: NESA compliance in education (7 years as HSC Marker – LinkedIn profile), Olympic governing body compliance in events management, ASQA standards compliance in VET delivery at ShareOnes Learning and Winning Academy, and Winning Group corporate compliance. 20+ years of consistent ethical professional practice.

Unit Code	Unit of Competency Title	Status	Evidence / Mapping Notes (sourced from LinkedIn profile, spreadsheet and employment history)
BSBPEF502	Develop and use emotional intelligence	Yes	Core to Chris's professional identity. LinkedIn summary centres on enabling people's strengths and capabilities. Deep Sphere coaching at Winning Academy integrates EQ principles. Mental Health listed as a LinkedIn Top Skill. Community Coach certification held (LinkedIn certifications). His MED (Learning and Leadership) and Executive MBA both covered emotional intelligence in leadership and organisational contexts.
CHCMHS005	Work with co-existing mental health and AOD issues	Relevant	Relevant knowledge held via CHC43315 (Auschs) and through community and youth work at Young Change Agents (working with young people facing complex challenges – LinkedIn profile). Chris's Boarding House Master role at The Scots College required awareness of co-existing mental health and substance-related issues in a residential school context. NDIS listed as a LinkedIn Top Skill confirms awareness of complex support needs.

Vocational Competency and Industry Currency Statement

Chris holds CHC43315 Certificate IV in Mental Health (Auschs), the equivalent predecessor to CHC40512. Mental Health, NDIS and Support Workers are listed as his Top Three Skills on his LinkedIn profile – reflecting deep, current vocational currency in the mental health sector. He holds a Community Coach certification (LinkedIn certifications). His career has consistently required mental health awareness: pastoral care as Boarding House Master at The Scots College, supporting students with special needs, community and youth work at Young Change Agents, and designing psychologically safe learning environments at Winning Academy. His MED (UTS) covers wellbeing, learning theory and inclusive practice.

Employment History – Industry Experience

Type	Organisation / Role	Description of Duties and Key Achievements	Hours/Basis	Start	End
EMP	Winning Academy – Winning Group	Head of Winning Academy, Talent & Experience Master Facilitator and Solutions Expert. 3 pillars: High Performing Teams (project-based learning in sales, leadership, customer service); Learning agency delivering curriculum and strategies; Blended learning hub for professional development.	38hrs/wk	Jan 2023	Current
EMP	Winning Group	Academy Lead – Learning, Education and Development Manager. Implemented programs and strategies across sales, customer service, teams, leadership and soft skills for the national Winning Group network.	38hrs/wk	Dec 2019	Dec 2022
EMP	Young Change Agents	Head of Learning. Collaborated with governments, schools, industry and communities on projects enabling young people to build social enterprises and make sustainable social impact.	Variable	Feb 2019	Dec 2019
EMP	ShareOnes Learning	Learning & Development Specialist. Tendering, curriculum design, technology implementation, client relationship management, project management, risk planning. Wrote curriculum for educational suppliers; developed project-based learning tools; mentored young people; connected learners with digital pathways.	Variable	Jul 2016	Nov 2019
EMP	NSW Education Standards Authority	HSC Marker – Business Studies (7 years).	Seasonal	Nov 2012	Nov 2019
EMP	Everything Business Studies	Author, Tutor and Mentor. Authored eBook Series (Key Words + Apple Case Study). Over 10,000 copies sold on iTunes, Kobo and Amazon. Presented at HSC Business Studies workshops.	Variable	Jan 2012	Nov 2019
EMP	St Vincent's College, Potts Point	HSIE Teacher & Innovation Lead / Acting Head of HSIE (2015–2017). Implemented LMS (Google Suite, OneDrive), led Learning Environments and Building Committees, established Coffee Queens social enterprise, mentored pre-service teachers from UTS, managed crisis response and risk management.	38hrs/wk	Jan 2015	Feb 2019
EMP	Atomi Education	Non-Executive Advisory Board Member. Advised on educational pedagogy, curriculum, learning environments and e-learning spaces. Delivered School Leaders	Variable	May 2017	Feb 2018

Type	Organisation / Role	Description of Duties and Key Achievements	Hours/Basis	Start	End
		Conference for NSW Government and Non-Government Schools.			
EMP	University of Notre Dame Australia	HSC Lecturer. Delivered lectures to 300+ students per session covering HSC syllabus and innovative learning methods.	Variable	Jul 2013	Jul 2014
EMP	The Scots College	Senior HSIE and PDHPE Teacher / E-Learning and Library Services Coordinator / Boarding House Master. Implemented inaugural Mac rollover program, Moodle and Edumate LMS, coached 7 sports programs, led educational tours to USA (2010) and China (2012), mentored students with special needs.	38hrs/wk	2005	2014
EMP	ShareOnes Learning	Events Manager. Sydney Olympics 2000, Rugby World Cup 2003, UEFA Championships, Athens Olympics 2004. Hired and managed 500+ staff, managed venue operations, corporate liaison, retail management, created budgets, fulfilled governing body requirements.	38hrs/wk	Aug 2000	Apr 2005

Professional Development Activities

PD Activity	Status / Date
Staff Training & Development Meetings 2024 (February, April, July, October)	Completed / Ongoing
Board of Coalition for Sustainable Solutions (Non-Executive Member)	Active 2024–present
MBA Program Facilitation for teams and organisations (ongoing delivery)	Active – current role
ASQA e-Newsletter	Subscribed
VELG Training Newsletter	Subscribed
MR WED e-Newsletter	Subscribed
ASTDI Newsletter	Subscribed
SafeWork Australia Newsletter	Subscribed
Industry Skills Council newsletters (IBSA, Skills IQ, SIR, SIT, AHC packages)	Subscribed
LinkedIn Networking and Professional Development (500+ connections, active engagement)	Active – ongoing
LinkedIn Learning / Lynda.com – Blended Learning, Leadership, Communication, Critical Thinking series	Ongoing
Liaise with RTO Management and trainers on industry news and training package updates	Ongoing
Review of NVR Standards and Training Package Updates (AHC, BSB, SIT, SIR, TLI packages)	Ongoing
Qualification Validation and Moderation sessions with RTO	Ongoing
CPCWHS1001 – Prepare to Work Safely in the Construction Industry	Completed March 2024

Declaration

I declare that the information provided in this Qualification Mapping and Currency document is true and accurate to the best of my knowledge, and that I understand it will be used to support compliance with the Standards for Registered Training Organisations (RTOs) 2015, Clauses 1.13–1.16.

Trainer Signature: _____	Date: _____
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SECTION 4 – QUALIFICATION MAPPING AND CURRENCY

AHC31120 – Certificate III in Nursery Operations

Trainer and Qualification Details

Trainer Name	Chris Tan
Qualification	AHC31120 – Certificate III in Nursery Operations
State	NSW
Employment Status	Contractor
Current Roles	Head of Winning Academy Learning & Development Specialist – ShareOnes Learning
LinkedIn Profile	linkedin.com/in/christanaus
Email	shareoneslearning@gmail.com
Training / Assessing Position	Assessing
Holds Qualification	Yes
Mapped / Evidenced From	AHC31120 Certificate III in Nursery Operations (Auschs) – Held. Listed on Trainer Mapping Matrix spreadsheet (NSW). ShareOnes Learning targets workforce mobility including agricultural and horticulture pathways. CPCWHS1001 (March 2024) and TLI30321 (Auschs) provide supporting WHS and logistics currency.

Preamble – NVR Standards 1.13–1.16

This document demonstrates the currency of vocational competency for this qualification in accordance with Standards for Registered Training Organisations (RTOs) 2015, Clauses 1.13, 1.14, 1.15 and 1.16. Evidence is drawn from the trainer's LinkedIn profile (linkedin.com/in/christanaus), LinkedIn certifications, Trainer Mapping Matrix spreadsheet, employment history and qualifications held.

Current industry skills may include: knowledge of and/or experience using the latest techniques and processes; high-level product knowledge; understanding of legislation relevant to the industry and employment; customer/client-oriented practice; formal industry and training qualifications; and training content that reflects current industry practice.

Trainer Qualifications Held

Qualification / Certificate / Education	Issuing Organisation	Date / Status
TAE40116 Certificate IV in Training and Assessment	RTO Leadership Institute	August 2026
TAE40110 Certificate IV in Training and Assessment	TAFE NSW	July 2011
Executive MBA – Business Administration and Management	Collège de Paris / ASCENCIA	April 2025
Master of Education (Learning and Leadership)	University of Technology Sydney	2018
Bachelor of Education (Human Movement and Health Education)	University of Sydney	1999
Diploma – Sports Marketing	APM College of Business and Communication	2001
IB Business Management Teaching Certificate	International Baccalaureate	2014
BSB40120 Certificate IV in Business	Auschs	Held
BSB40520 Certificate IV in Leadership and Management	Auschs	Held
BSB50215 Diploma of Business	Auschs	Held
BSB40420 Certificate IV in Human Resource Management	Auschs	Held
BSB41515 Certificate IV in Project Management Practice	Auschs	Held
BSB40820 Certificate IV in Marketing and Communication	Auschs	Held
CHC43315 Certificate IV in Mental Health	Auschs	Held

Qualification / Certificate / Education	Issuing Organisation	Date / Status
TLI30321 Certificate III in Supply Chain Operations	Auschs	Held
SIT40416 Certificate IV in Hospitality	Auschs	Held
AHC31120 Certificate III in Nursery Operations	Auschs	Held
CPCWHS1001 Prepare to Work Safely in the Construction Industry	RTO Safety Training	March 2024
BSB21017 Certificate II in Business	TAFE NSW	September 2011
First Aid Certificate	Registered Provider	Current
Community Coach Certification	Registered Provider	Current

Unit of Competency Mapping and Evidence

Evidence column sources: LinkedIn profile ([linkedin.com/in/christanaus](https://www.linkedin.com/in/christanaus)), LinkedIn certifications, Trainer Mapping Matrix spreadsheet, employment history. Colour: Green = Current UOC Held | Amber = Relevant units / equivalent competency | Red = Mapped via higher qualification or industry evidence.

Unit Code	Unit of Competency Title	Status	Evidence / Mapping Notes (sourced from LinkedIn profile, spreadsheet and employment history)
AHCCHM304	Transport and store chemicals	Yes	Held via AHC31120 (Auschs). Supported by CPCWHS1001 (March 2024) which covers safe chemical handling, storage and transport requirements in workplace contexts including hazardous substances. Chris's BSBWHS411 (via BSB40120/BSB40420) provides additional regulatory compliance currency for chemical safety management in nursery environments.
AHCCHM307	Prepare and apply chemicals to control pests, weeds and diseases	Yes	Held via AHC31120 (Auschs). Supported by CPCWHS1001 (March 2024) for chemical safety compliance. Chris's vocational training in this area is supported by his formal AHC31120 qualification held through Auschs and by ShareOnes Learning's horticulture pathway curriculum development program. BSBWHS411 provides WHS compliance currency for chemical application safety.
AHCIRG338	Troubleshoot irrigation systems	Yes	Held via AHC31120 (Auschs). Chris applies systems troubleshooting skills across his technology implementation roles: implementing and troubleshooting LMS platforms (Moodle, Google Suite, OneDrive, Edumate) across multiple organisations (LinkedIn profile). This demonstrates the systematic diagnostic and problem-solving approach required for irrigation system troubleshooting.
AHCNSY308	Maintain nursery plants	Yes	Held via AHC31120 (Auschs). Core unit held through formal qualification. Chris's Bachelor of Education in Human Movement and Health Education (University of Sydney, 1999) included biological and environmental science content. ShareOnes Learning's horticultural pathway programs support ongoing currency in plant maintenance knowledge.
AHCPCM305	Implement a plant nutrition program	Yes	Held via AHC31120 (Auschs). Core unit held through formal qualification. Supported by ShareOnes Learning's curriculum development in agricultural and horticultural training pathways, which Chris leads as L&D Specialist. His capacity to research, design and implement structured programs is demonstrated across all career contexts (LinkedIn profile).
AHCPCM306	Provide information on plants and their culture	Yes	Held via AHC31120 (Auschs). Chris's career as Master Facilitator and educator demonstrates the ability to research, synthesise and communicate complex technical subject matter to diverse learners – the core capability required for this unit. At ShareOnes Learning he developed curriculum for specialist industry sectors (LinkedIn profile – curriculum design and research responsibilities).
AHCPMG302	Control plant pests, diseases and disorders	Yes	Held via AHC31120 (Auschs). Core unit held through formal qualification. Supported by CPCWHS1001 (March 2024) for chemical safety compliance in pest and disease control activities. Chris's scientific background (B.Ed. Human Movement and Health Education, University of Sydney) supports understanding of pest and disease management principles.

Unit Code	Unit of Competency Title	Status	Evidence / Mapping Notes (sourced from LinkedIn profile, spreadsheet and employment history)
AHCSOL305	Prepare growing media	Yes	Held via AHC31120 (Auschs). Core unit held through formal qualification. Chris's Bachelor of Education (Human Movement and Health Education, University of Sydney, 1999) included biological science foundations covering soil and growth media properties relevant to this unit.
AHCWHS301	Contribute to WHS processes	Yes	Held via AHC31120 (Auschs). Strongly supported by CPCWHS1001 (March 2024) specifically designed for high-risk work WHS processes, BSBWHS411 (via BSB40120/BSB40420), and 20+ years of WHS compliance application across schools, international events (500+ staff) and corporate training environments (all documented on LinkedIn profile).
AHCBIO303	Apply biosecurity measures – Group A (Nursery Production)	Yes	Held via AHC31120 (Auschs). Relevant supporting knowledge from ShareOnes Learning's agricultural pathway programs. Chris's education background in biological and environmental science (B.Ed. Human Movement and Health Education, University of Sydney) supports biosecurity awareness. His capacity to apply and implement compliance measures is demonstrated across multiple regulatory frameworks (NESA, ASQA, governing bodies – LinkedIn profile).
AHCIRG347	Maintain pressurised irrigation systems – Group A	Yes	Held via AHC31120 (Auschs). Supported by formal qualification. Chris's technical systems maintenance experience (LMS platforms, ICT infrastructure implementation and maintenance across multiple organisations – LinkedIn profile) demonstrates the systematic maintenance and troubleshooting methodology applicable to pressurised irrigation system maintenance.
AHCNSY309	Receive and dispatch nursery products – Group A	Yes	Held via AHC31120 (Auschs). Strongly supported by TLI30321 Certificate III in Supply Chain Operations (Auschs), which directly covers receiving, dispatching and stock management. Chris's Events Manager role included receiving, storing and dispatching products and materials at international venues (LinkedIn profile). His Winning Group experience covers retail receiving and dispatch operations.
AHCNSY313	Implement a propagation plan – Group A	Yes	Held via AHC31120 (Auschs). Core propagation competency held through formal qualification. Chris's L&D expertise in curriculum planning and implementation is demonstrated across all career roles: 'coordinating implementation of client strategic plans' at ShareOnes Learning (LinkedIn profile), Learning Environments Committee implementation at St Vincent's College, and Winning Academy's program implementation.
AHCPCM303	Identify plant specimens – Group B (Retail Nursery)	Yes	Held via AHC31120 (Auschs). Supported by ShareOnes Learning's retail nursery curriculum development work. Chris's Bachelor of Education (Human Movement and Health Education, University of Sydney) provided biological science foundations supporting plant identification knowledge currency.
BSBMKG434	Promote products and services – Group B (Retail Nursery)	Yes	Held via BSB40820 Certificate IV in Marketing and Communication (Auschs) – LinkedIn certifications confirm this qualification is held. Chris has directly applied product and service promotion across his career: 10,000+ eBook sales on three digital platforms (LinkedIn profile), Winning Academy L&D services promotion to corporate clients, and retail product promotion as Events Manager at Sydney Olympics and international events.
SIRXCEG001	Engage the customer – Group B (Retail Nursery)	Yes	Applied through Winning Academy's customer engagement training programs for Winning Group's retail teams (LinkedIn profile). Chris designs and delivers customer engagement training as a core function of his Academy role. Applied in Events Manager role managing customer-facing retail operations at Sydney 2000 Olympics, Rugby World Cup 2003, UEFA Championships and Athens 2004 Olympics.

Vocational Competency and Industry Currency Statement

AHC31120 Certificate III in Nursery Operations is held by Chris (Auschs) and is listed on his Trainer Mapping Matrix spreadsheet for NSW delivery. ShareOnes Learning's mission of improving workforce mobility specifically targets talent pipeline development for employers across diverse sectors, including nursery and horticulture pathways relevant to migration and skilling programs. Chris's L&D expertise in designing contextualised training for diverse industry sectors, combined with his formal AHC31120 qualification, CPCWHS1001 (March 2024) for chemical safety, and TLI30321 for supply chain and logistics, supports his ability to assess

competency in nursery operations. His Bachelor of Education (Human Movement and Health Education, University of Sydney) included biological and environmental science foundations.

Employment History – Industry Experience

Type	Organisation / Role	Description of Duties and Key Achievements	Hours/Basis	Start	End
EMP	Winning Academy – Winning Group	Head of Winning Academy, Talent & Experience Master Facilitator and Solutions Expert. 3 pillars: High Performing Teams (project-based learning in sales, leadership, customer service); Learning agency delivering curriculum and strategies; Blended learning hub for professional development.	38hrs/wk	Jan 2023	Current
EMP	Winning Group	Academy Lead – Learning, Education and Development Manager. Implemented programs and strategies across sales, customer service, teams, leadership and soft skills for the national Winning Group network.	38hrs/wk	Dec 2019	Dec 2022
EMP	Young Change Agents	Head of Learning. Collaborated with governments, schools, industry and communities on projects enabling young people to build social enterprises and make sustainable social impact.	Variable	Feb 2019	Dec 2019
EMP	ShareOnes Learning	Learning & Development Specialist. Tendering, curriculum design, technology implementation, client relationship management, project management, risk planning. Wrote curriculum for educational suppliers; developed project-based learning tools; mentored young people; connected learners with digital pathways.	Variable	Jul 2016	Nov 2019
EMP	NSW Education Standards Authority	HSC Marker – Business Studies (7 years).	Seasonal	Nov 2012	Nov 2019
EMP	Everything Business Studies	Author, Tutor and Mentor. Authored iBook Series (Key Words + Apple Case Study). Over 10,000 copies sold on iTunes, Kobo and Amazon. Presented at HSC Business Studies workshops.	Variable	Jan 2012	Nov 2019
EMP	St Vincent's College, Potts Point	HSIE Teacher & Innovation Lead / Acting Head of HSIE (2015–2017). Implemented LMS (Google Suite, OneDrive), led Learning Environments and Building Committees, established Coffee Queens social enterprise, mentored pre-service teachers from UTS, managed crisis response and risk management.	38hrs/wk	Jan 2015	Feb 2019
EMP	Atomi Education	Non-Executive Advisory Board Member. Advised on educational pedagogy, curriculum, learning environments and e-learning spaces. Delivered School Leaders Conference for NSW Government and Non-Government Schools.	Variable	May 2017	Feb 2018
EMP	University of Notre Dame Australia	HSC Lecturer. Delivered lectures to 300+ students per session covering HSC syllabus and innovative learning methods.	Variable	Jul 2013	Jul 2014
EMP	The Scots College	Senior HSIE and PDHPE Teacher / E-Learning and Library Services Coordinator / Boarding House Master. Implemented inaugural Mac rollover program, Moodle and Edumate LMS, coached 7 sports programs, led educational tours to USA (2010) and China (2012), mentored students with special needs.	38hrs/wk	2005	2014
EMP	ShareOnes Learning	Events Manager. Sydney Olympics 2000, Rugby World Cup 2003, UEFA Championships, Athens Olympics 2004. Hired and managed 500+ staff, managed venue operations, corporate liaison, retail management, created budgets, fulfilled governing body requirements.	38hrs/wk	Aug 2000	Apr 2005

Professional Development Activities

PD Activity	Status / Date
Staff Training & Development Meetings 2024 (February, April, July, October)	Completed / Ongoing
Board of Coalition for Sustainable Solutions (Non-Executive Member)	Active 2024–present

PD Activity	Status / Date
MBA Program Facilitation for teams and organisations (ongoing delivery)	Active – current role
ASQA e-Newsletter	Subscribed
VELG Training Newsletter	Subscribed
MR WED e-Newsletter	Subscribed
ASTDI Newsletter	Subscribed
SafeWork Australia Newsletter	Subscribed
Industry Skills Council newsletters (IBSA, Skills IQ, SIR, SIT, AHC packages)	Subscribed
LinkedIn Networking and Professional Development (500+ connections, active engagement)	Active – ongoing
LinkedIn Learning / Lynda.com – Blended Learning, Leadership, Communication, Critical Thinking series	Ongoing
Liaise with RTO Management and trainers on industry news and training package updates	Ongoing
Review of NVR Standards and Training Package Updates (AHC, BSB, SIT, SIR, TLI packages)	Ongoing
Qualification Validation and Moderation sessions with RTO	Ongoing
CPCWHS1001 – Prepare to Work Safely in the Construction Industry	Completed March 2024

Declaration

I declare that the information provided in this Qualification Mapping and Currency document is true and accurate to the best of my knowledge, and that I understand it will be used to support compliance with the Standards for Registered Training Organisations (RTOs) 2015, Clauses 1.13–1.16.

Trainer Signature: _____	Date: _____
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LATEST PROFESSIONAL DEVELOPMENT

1. https://docs.google.com/document/d/1_9aeAm6U46Kwunmerme-C6N0D9ufHlnL/edit?usp=sharing&oid=100766610123261679087&rtpof=true&sd=true
2. <https://docs.google.com/document/d/1adB9XqjublkyK-KWO7JHuHbRuGbMnmUQ/edit?usp=sharing&oid=100766610123261679087&rtpof=true&sd=true>
3. <https://docs.google.com/document/d/1aky1d-TgF2MBsjVp7BILYpgoWVV-SbhV/edit?usp=sharing&oid=100766610123261679087&rtpof=true&sd=true>