

# Shunting Essentials

## Course Description

This course provides a skill set for Learners looking to develop entry level, regulatory knowledge & skills needed to work in the Rail Industry as a Shunter.

The role of a Shunter is to manage and control shunting movements by facilitating the movement of wagons, controlling the direction and movement of freight trains and conducting safety checks in a yard environment.



## Learning Content includes:

- The skill set covers vital competencies for the railway industry, including:
  - Develop an awareness of railway fundamentals.
  - Taking appropriate safety precautions to access the danger zone, access the rail corridor & respond appropriately in an emergency.
  - Apply effective safety critical communications.
  - Preparing and conducting a visual roll-by inspection of crossing/passing trains from the ground or on-train to identify equipment, load security or other defects or failure, and reporting and/or actioning the inspection results.
  - Assessing the risks associated with relocating the load, planning the relocation process and carrying out the relocation in accordance with the plan.
  - Shunt rail vehicles for loading/unloading, making up or breaking up trains and placing vehicles for operational and/or maintenance purposes, including coupling, uncoupling and securing rail vehicles.

## Delivery Model

- A total of eight nationally recognised units of competency offered as part of this skill set.
- The course is completed over two weeks, Monday - Friday, involving a blend of classroom introducing the underpinning knowledge before reinforced with practical training and assessment.
- Facilitation is by Railtrain's trainers who are qualified rail operations training experts, with many years' experience in different organisations and networks across the industry.

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## Cost

The cost for the course is \$4,000 (GST Free) per Learner. Further details regarding payment plans, refunds & Credit Transfers can be found in the FAQ's.

## Locations

This course is offered Brisbane (Qld), Newcastle (NSW) and Moss Vale (NSW).

## Training Dates

This course is scheduled approximately every 3 months; specific dates can be found in the FAQ below.

## Frequently Asked Questions (FAQ's)

### – Is this course right for me?

- **What is typically the tasks of a Shunter in the Rail Industry?**
  - Identify equipment requirements and carry out pre-start checks.
  - Communicate and negotiate effectively with others when organising marshalling and shunting operations.
  - Identify marshalling and shunting requirements.
  - Identify and plan required rolling stock movements.
  - Ensure correct shunting procedures for:
    - 3 – Step protection.
    - Loading and unloading rolling stock.
    - Getting on and off rolling stock in an appropriate manner.
    - Coupling and uncoupling rolling stock.
    - Operating points and infrastructure.
    - Managing hazardous situations.
  - Understand principles of operation of protective devices, air brakes, handbrakes and derailleurs.



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- **How does completing this course help me get a job in Rail?**
  - Understanding of Rail Operations: Accredited courses provide foundational knowledge of rail operations, helping you apply for roles with industry-specific expertise.
  - Compliance with Australian Rail Safety Standards: Completing the course ensures you meet pre-employment safety requirements and regulatory compliance.
  - Faster Onboarding: With relevant certifications, such as safety and technical training, employers can onboard you more quickly, reducing initial training time.
  - Improved Interview Performance: Knowledge of rail-specific standards, safety protocols, and local networks enhances your ability to answer interview questions confidently.
  - Commitment and CV Tailoring: The rail industry in Australia is highly regulated and places a strong emphasis on safety, technical expertise, and compliance.
- **Are there any pre-requisites to completing this course?**
  - A current C Class Drivers Licence.
  - Please note for employment as a Shunter, Shunters must be able to pass a Cat 1 Rail Medical Assessment. A [Safety Critical Worker Health Assessments: Categories 1 \(Page 30, 5.2.1\)](#) applies to workers who perform safety critical work and whose sudden incapacity may lead to a serious incident that affects public safety or the rail network.
  - The above link provides more detail however in summary, this medical assessment includes:
    - Audiometry
    - Vision testing
    - Musculoskeletal assessment
    - Cardiovascular assessment
    - K10 Questionnaire for Psychological Health
    - Epworth Sleepiness Scale
    - General medical examination
    - Drug and alcohol screening
- **What career pathways in Rail might be available to a Shunter?**
  - Roll By
  - 2<sup>nd</sup> Person
  - Terminal Operator
  - Train Driver
  - Rail Operations Supervisor or Coordinator
  - Yard Manager
  - Rail Safety Officer
  - Network Controller or Train Controller
  - Rail Infrastructure Maintenance
  - Rail Operations Planning or Logistics
  - Technical Trainer or Assessor

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- Rail Project Management
- Business Development or Customer Service in Rail Freight

## Frequently Asked Questions – tell me more about the actual training course?

- **Where is this course offered and when?**
  - Please check our website for any upcoming course dates and locations.
- **Do I need to complete a Language, Literacy & Numeracy Assessment?**
  - As part of the enrolment process, you will be assessed to confirm you have the LLN skills required to complete this course.
- **What Personal Protection Equipment (PPE) do I need to attend this course?**
  - Mandatory PPE Includes:
    - Hi-Vis Shirt – Rail “X” orange
    - Long Pants
    - Lace up Boots – Steelcaps
    - Gloves – Superflex gloves
    - Glasses – 1 x Clear, 1 x Smokey
    - Bucket brim Hat
    - Brim Hat – Dark Blue colour
- **What is the experience of the trainers who will be facilitating this training?**
  - Trainers are highly experienced in both the Rail Industry and classroom facilitation, allowing them to tailor the course delivery, engagement, and feedback to suit the specific needs of learners and the roles they will undertake after training.
  - This interactive, personalized approach also ensures trainers are available to address any questions learners may have regarding the course content or the Rail industry as a whole.
- **How does Railtrain complete assessments?**
  - All theory assessments and finalisation of practical assessments are completed via a digital Learning Management System-Cloud Assess, with Learners provided a Chromebook for the duration of training & assessment.
- **What training resources are provided on the course?**
  - Resources for this course have been intentionally produced to cater to diverse operational needs across multiple sites, states, and operations nationwide.
  - As part of the course fee, Learners will be provided with a USB containing Learner Guide & PowerPoint to refer during the course and keep afterwards
- **What are the course minimum and maximum Learner numbers**
  - Min (3) & max numbers (6).



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## Frequently Asked Questions (FAQ's) – Financials

- **Do I receive any price discount if I meet eligibility requirements regarding Credit Transfer?**
  - Learners who can provide a current Statement of Attainment or USI transcript will receive a discount of \$100 per unit of competency and may result in a reduction in training and assessment duration.
- **How does the Payment Plan work?**
  - A payment plan will be offered in 2 instalments, with the first instalment of \$1,500 due for payment at enrolment prior to course commencement and the final instalment of \$2,500 due for payment prior to the course finalising and Statement of Attainment issuance.
- **What happens if I don't pay in accordance with my repayment plan?**
  - Dependent on the circumstances, Railtrain Pty Ltd internally pursue any outstanding payment through our debt recovery process. If repayments are not recouped through this process, the matter is progressed through to an external Court process in which individuals may incur additional costs.
- **Will I get a refund if I don't finish the course?**
  - A refund for payment may be given in the following circumstances:
    - Where a course is cancelled by the RTO, learners will be entitled to 100% refund of training costs.
    - Where the learner advises the RTO, in writing, 5 business days or more before the start of the course, a partial refund for commencement fees paid will be issued minus a \$600 administrative processing and trainer booking fee.
    - Post course commencement, Railtrain Pty Ltd will NOT issue a refund; all payment of fees is required.
    - Any exceptional request for refund must be submitted in writing and subject to approval by the RTO General Manager.
- **How long do I have to complete this course once I have enrolled?**
  - All face-to-face courses including all training and practical requirements must be completed within four months from enrolment.
  - If a learner needs to withdraw from a course however wishes to transition to a future course, this must be complete within four months.
  - Any request for extension beyond this must be submitted in writing and subject to approval by the RTO General Manager.
- **What happens if there are insufficient number of Learners?**
  - Confirmation of a course progressing will be made no less than two weeks prior to course commencement.



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- Should minimum course numbers not be met, Railtrain will communicate with individuals who have enrolled regarding rescheduled dates for consideration.
- Should a rescheduled date not be suitable Railtrain will offer the option to either transfer to another suitable program within a 6 month period, or a 100% refund to the learner.

## Frequently Asked Questions (FAQ's) – Outcomes

- **Does completion of this course guarantee employment in the Rail Industry?**
  - No. Different job roles within the Rail Industry require different pre-requisites, which may include however not limited to:
    - Safety psychometric assessment,
    - LLN assessment,
    - Fitness to work,
    - Medical assessment,
    - Drug & alcohol screening,
    - Police checks, and
    - Personal reference checks.
  - This course is designed to assist potential applicants stand out with a point of difference.
- **What is the nationally recognised outcome I will receive on successful completion?**
  - Learners will be issued a Statement of Attainment with the following units of competency:
    - TLIF0025 Follow work health and safety procedures
    - TLIF2010 Apply fatigue management strategies
    - TLIB3118 Apply awareness of Railway Fundamentals
    - TLIF0008 Apply safety critical communications in the rail environment
    - TLIF0020 Safely access the rail corridor
    - TLIB0014 Carry out train roll-by inspection
    - TLID0020 Shift materials safely using manual handling methods
    - TLIC4074 Shunt, couple and uncouple rail vehicles

## This course sounds amazing; how can I enrol?

Please email [training@railtrain.com.au](mailto:training@railtrain.com.au) or contact us on (08) 9470 4 999 to register your interest.



For more information, call (08) 9470 4999  
or email [training@railtrain.com.au](mailto:training@railtrain.com.au) [www.railtrain.com.au](http://www.railtrain.com.au)

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