



## Local Government Parking (Pre-Employment) Course

### Em-Four Pty Ltd

Em-Four Pty Ltd is a Registered Training Organisation that specialises in **local government** compliance, investigation and enforcement training. We are accredited by the NSW Vocational Training and Education Accreditation Board (VETAB) and Commonwealth *Department of Education, Science and Training (DEST)* to deliver this training nationally. Full details of our nationally accredited training are available at the National Training Information Service web site: [www.ntis.gov.au](http://www.ntis.gov.au).

### About this Course

**The Local Government Parking (Pre-Employment) Course** has been designed as a pre-employment course for people who want to work as **Parking Patrol Officers** for **local councils** or similar organisations.



It is designed to give the ordinary person an insight into the law as it relates to parking enforcement and the issue of infringement notices for parking offences. The course includes an introduction to the Australian Legal System, evidence gathering for parking offences, the use of notebooks and contemporaneous notes and occupational health and safety. Participants are introduced to fundamental practices in **local government** parking enforcement and compliance during this course. It provides participants with a sound foundation on which they can develop their investigative skills for work in **local government**. Enrolment and Induction may be carried out on-line or direct with Em-Four.

*This course equips people with the knowledge and skills to be authorised by Chief Executive Officers or General Managers of Local Councils to issue infringement notices under the Self Enforcing Infringement Notice Scheme (SEINS).*

It is **the only public course** that trains people in the use of the Self Enforcing Infringement Notice Scheme.

There is no other course in the market place that better prepares participants for work in **local government compliance and enforcement**. Participants have the opportunity to practice and apply their knowledge in settings that come as close as possible to the real world. It provides participants with the tools to investigate parking offences in **Local Government**. Our integrated problem solving approach is used to encourage participants to develop innovative solutions to the challenges that they will confront in their work in **Local Government Parking and Traffic Enforcement**. Our approach gives people the skills and knowledge they need to do their job. It is an ideal blend of theory and practice.

### PROGRAM AREAS

- Implement Local Government Parking Controls (On Street)
- Identification, Collection & Preservation of Physical Evidence
- Electronic & Handwritten Infringement Notices (**SEINS**)
- Introduction to Occupational Health & Safety for Parking Patrol Officers

### ACCREDITATION

**The competency units undertaken in this course are nationally accredited.**

At the conclusion of the course and successful completion of relevant assessments, participants will be granted Statement of Attainment drawn for the following competency units:

- LGAREGS301A – Implement Parking Controls
- LGACORE102B – Follow Defined Occupational Health & Safety Policies



NSW Vocational  
Education & Training  
Accreditation Board



NATIONALLY RECOGNISED  
TRAINING

This course articulates with the *Certificate IV in Local Government (Regulatory Services) – LGA40504* and *Certificate III in Local Government (Regulatory Services) (LGA30504)*.

### Course Fees

**Special Introductory Price (including GST)**

**\$660.00**

Our normal fee for this course is \$770.00 per person, but we are able to deliver it at the discounted rate for a limited time.

[www.emfour.com.au](http://www.emfour.com.au)



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### COURSE ENROLMENT, REGISTRATION & CANCELLATION POLICY

Registration will not be confirmed unless your enrolment is forwarded to Em-Four with payment seven days prior to course commencement. Em-Four Pty Ltd reserves the right to cancel any course where insufficient nominations are received. Participants will be fully reimbursed for any fees paid to Em-Four Pty Ltd or have their registration transferred to another course. Em-Four Pty Ltd does not accept responsibility for any other incidental costs or losses incurred through the cancellation of a course.

### Delivery & Duration

The course consists of an intensive face-to-face component of two days, followed by two assessment tasks conducted in your own time. Ongoing assistance is available through the assessment phase.



### What We Provide

- Delivery of the course by specialist facilitators who are VETAB accredited as *Work Place Assessors & Trainers at Certificate IV level or higher.*
- All practical and written assessments, as well as any re-assessments that might be needed.
- Provision of all Course materials, session notes and other learning resources.
- Excellent Student to Facilitator ratio

### Your Course Facilitators

**Bruce Magee** – Former Detective Sergeant who has investigated and prosecuted the full spectrum of criminal offences over a distinguished career with the NSW Police. He has continued this work in the private sector, both as investigator and teacher.

*Director, Commercial & Marketing Unit – Em-Four Pty Ltd*

**Gary Matlok** – Former NSW Police Sergeant. His approach to case management and problem solving enables course participants to quickly develop the skills needed to deliver effective investigation briefings and prepare reports that meet and exceed the standards required by employers.

*Director, Compliance Management – Em-Four Pty Ltd*

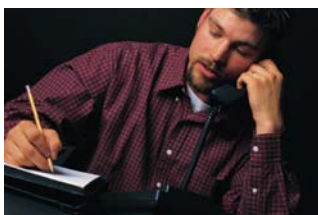
**Philip Walsh** – Former NSW Police Sergeant, before becoming a Lecturer in Policing & Investigations for Charles Sturt University.

Philip has a long history teaching and applying investigative and interviewing best practice in both police and public sector law enforcement.

*Director, Courses & Programs – Em-Four Pty Ltd*

### Disclaimer

*While this course will equip you with the skills and knowledge needed to start work as a council parking officer, Em-Four Pty Ltd has no control over whether its completion will enable you to gain employment in local government enforcement or compliance. The application process for subsequent employment in the industry is entirely a matter for course participants and potential employers. Em-Four Pty Ltd does not act as an agent for any other organisation or employer and receives no financial incentive, payment or other consideration as a result of referral of its clients to potential employers.*



### CONTACT DETAILS

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Full details of our nationally accredited courses are available at our website:

[www.emfour.com.au](http://www.emfour.com.au).

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