



Diploma of Business

BSB50215

Course Overview:

The course will introduce students a wide range of business strategies. Students will develop management skills and business vision of the globe. The practical skills will equip students with varieties of tool of how to effectively market a brand, manage projects strategically and become a professional in the field of business.

Key Features:

Qualification: Diploma of Business

Course Code: BSB50215

Duration: 52 Weeks

Study Hours: 14 hours per week with 11 hours of distance/online/external study

Delivery Mode: Face to face study, online learning, workshops

Location: On campus

Qualification Level: Diploma

Nationally recognised: Yes

Entry Requirements

- Completion of studies of Australian Year 12 qualification or equivalent, OR
- Successfully completed a qualification at an AQF Level 4, OR
- Have 2 years relevant work experience by providing Resume/CV highlighting relevant working experience.
- In addition, international students need to have IELTS score of 5.5 with no band less than 5.0, or equivalent test in line with DIBP regulations.



Program Outline:

Participants need to complete 8 units of competency.

Core unit

BSBHRM506	Manage recruitment, selection and induction processes
BSBWOR501	Manage personal work priorities and professional development
BSBMKG501	Identify and evaluate marketing opportunities
BSBMKG502	Establish and adjust the marketing mix
BSBMKG507	Interpret market trends and developments
BSBRISK501	Manage risk
BSBCUS501	Manage quality customer service
BSBWHS501	Ensure a safe workplace

Employment Pathway

Job roles and titles vary across different industry sectors. Possible job titles relevant to this qualification include:

- Executive Officer
- Program Coordinator
- Senior Administrator
- Office Manager
- Executive Assistant