

BSB60215

Advanced Diploma of Business



This qualification reflects the role of individuals with significant expertise in either specialised or broad areas of skills and knowledge who are seeking to further develop expertise across a range of business functions. The qualification is suited to the needs of individuals who possess significant theoretical business skills and knowledge that they would like to develop in order to create further educational or employment opportunities.



NATIONALLY RECOGNISED
TRAINING



Quality
ISO 9001
SAI GLOBAL

Entry Requirements / Pathways into the qualification

Candidates may enter into the qualification by demonstrating their potential to undertake training and succeed at advanced diploma level, including by having previously attained:

- Diploma of Business or other relevant qualification; OR
- substantial experience in a range of business environments, acting in a senior support, technical, supervisory or management roles.

Course Requirements

8 units of competency are required to complete this qualification. This qualification has a 24 month term for full-time and a 36 month term for part-time under a traineeship arrangement. Delivery methods include employment-based or online/distance blended.

Recommended course structure*

Code	Title	Core/Elective
BSBHRM602	Manage human resources strategic planning	Elective
BSBINN601	Lead and manage organisational change	Elective
BSBMGT615	Contribute to organisation development	Elective
BSBFIM601	Manage finances	Elective
BSBMKG607	Manage market research	Elective
BSBMKG608	Develop organisational marketing objectives	Elective
BSBINM601	Manage knowledge and information	Elective
BSBSUS501	Develop workplace policy and procedures for sustainability	Elective

*Please speak to one of our Training Consultants about units available.



Pathways

Business Services Training Package qualification pathways and possible job roles:

Qualification:	Certificate IV in Business	Diploma of Business	Advanced Diploma of Business
Possible Job Roles:	Snr Office Administrator, Supervisor, Leading Hand, Team Coordinator	Office Manager, Business Manager, Team Manager, Human Resources Manager	Executive Manager or Director, Manager, Human Resources Senior Executive

Job Roles

Possible job roles in this qualification are;

- Senior administrator
- Senior executive
- Human resources manager
- Manager
- Director

Further details on Qualifications and Job Pathways are available from www.myskills.gov.au

Call Access Group Training
today

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