

Advanced Diploma of Business



Descriptor

This qualification reflects the role of individuals in a variety of Business Services job roles. These individuals may have general management accountabilities.

Individuals in these roles carry out complex tasks in a specialist field of experience. They may undertake technical research and analysis, and will often contribute to setting the strategic direction for a work area.

This qualification is suited to individuals who are responsible for the supervision and leadership of a team or work area (including by managing staff performance and making staffing decisions.)

Possible Job Titles

- Quarry Business Manager
- Business Analyst
- Senior Executive
- Business Development Director
- Administrator

Mode of delivery

DOMESTIC STUDENTS

This course is delivered to domestic students via online/distance education and/or on-the-job. Traineeships are also available.*#

INTERNATIONAL STUDENTS

This course is delivered to international students @ 20 hours per week for 8 terms of 10 weeks each. Additional study is required to complete unsupervised, independent work in your own time.

Assessment and Monitoring

Assessment for this qualification is by written reports, case studies, projects, role plays, written assessments. Monitoring will take the form of monitoring of online activities and telephone/Skype consultation

Recognition of Prior Learning

Recognition of Prior Learning (RPL) is available to all students applying for this qualification. Conditions apply. RPL is the recognition of your current skills and knowledge acquired through prior learning from other training, work or life experience.

International students are advised that their student visa duration may be impacted if applying for and granted RPL.

Target Groups

Students with substantial experience in a business environment or those wishing to develop such skills to increase their job opportunities.

International students must hold an approved student visa and study according to their visa conditions.

COURSE DURATION

104 weeks

UNITS OF COMPETENCY:

CORE UNITS

- BSBCRT611 Apply critical thinking for complex problem solving
- BSBOPS601 Develop and implement business plans
- BSBFIN601 Manage organisational finances
- BSBSUS601 Lead corporate social responsibility
- BSBTEC601 Review organisational digital strategy

ELECTIVE UNITS

- BSBLDR601 Lead and manage organisational change
- BSBLDR602 Provide leadership across the organisation
- BSBSTR601 Manage innovation and continuous improvement
- BSBSTR602 Develop organisational strategies
- BSBWHS521 Ensure a safe workplace for a work area

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