

HUMAN RESOURCES, TRAINING AND ASSESSMENT COURSES



High-quality, well-trained staff are the greatest assets of a successful organisation. Whether you are interested in Human Resource Management, Recruitment and Development, or Work Health and Safety, TAFE NSW can provide you with skills to stand out in a variety of roles in this indispensable sector.

EARNING POTENTIAL

**Human Resources Managers
can earn on average**

\$1,857

per week.

Source: joboutlook.gov.au

IS IT RIGHT FOR YOU?

- Are you tactful and trustworthy?
- Do you like solving problems?
- Are you diplomatic?
- Are you a good communicator?
- Are you good with conflict resolution?
- Do you thrive when working within a defined set of rules?
- Do you love to teach and inspire?

COURSES WE OFFER INCLUDE:

- Human Resources
- Human Resources Management
- Vocational Education and Training
- Training Design and Development
- Training and Assessment
- Work Health and Safety

CAREER OPPORTUNITIES

- Human Resources Director or Manager
- Grievance Officer (Workplace Relations)
- Human Resources Administrator, Officer or Coordinator
- Recruitment Consultant
- Trainer or Assessor
- WHS Specialist or Consultant
- Safety, Health and Wellbeing Advisor

BASIC SKILLS TO TOPNOTCH CAREERS

Certificate III in Business (BSB30115)

Certificate IV in Human Resources (BSB41015)

Diploma of Human Resources Management (BSB50615)

Customer Service Advisor and roles in payroll and in offices in all sectors

A range of innovative HR roles

Human Resources Advisor/Consultant

TAFE NSW Bachelor of Business (HE20514)

Take your career to a higher level.

This degree allows you to finetune commerce and management skills to your sector.

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COURSE	QUALIFICATION	CODE
Adult Language, Literacy and Numeracy Practice	Graduate Diploma	TAE80113
Management (Human Resources)	Advanced Diploma	BSB60915
Adult Education	Diploma	HE20508
Human Resources Management	Diploma	BSB50615
Sustainable Practice	Diploma	HE20517
Training Design and Development	Diploma	TAE50216
Vocational Education and Training	Diploma	TAE50116

HUMAN RESOURCES, TRAINING AND ASSESSMENT		
COURSE	QUALIFICATION	CODE
Work Health and Safety	Diploma	BSB51315
	Certificate IV	BSB41415
Education Support	Certificate IV	CHC40213
	Certificate III	CHC30213
Human Resources	Certificate IV	BSB41015
Training and Assessment	Certificate IV	TAE40116

COURSE ALSO DELIVERED ONLINE AT [TAFEDIGITAL.EDU.AU](https://www.tafedigital.edu.au)

THERE ARE 130 TAFE NSW LOCATIONS AROUND THE STATE - VISIT [TAFENSW.EDU.AU](https://www.tafensw.edu.au) TO SEE WHERE YOUR COURSE IS OFFERED.

WHY CHOOSE TAFE NSW?



Strong industry connections. Affiliations with the Institute of Public Accountants (IPA), the Financial Planning Association (FPA) and Certified Practising Accountants (CPA) Australia, Australian Marketing Institute (AMI), Australian Institute of Project Management (AIPM), Price Waterhouse Coopers (PwC). As well as retail giants such as David Jones, Myer, Mimco, Freedom, Ikea, Witchery and Country Road.



Opens career doors. Specialist qualifications and our strong industry networks mean many work placements lead students into full-time jobs.



Strong study pathways. TAFE NSW offers a range of Business and Finance related degree programs. Arrangements with universities also create pathways to other degree-level studies, and the Australian Graduate Management Consortium offers you a pathway to masters-level studies.



Study to suit you. Flexible course delivery is available for many courses: full-time, part-time, or online so you can fit study around your commitments and lifestyle.



Global prospects. Gain technical knowledge, creative-thinking and specialised skills that are highly sought after by employers around the world. International study tours mean you may also have the opportunity to travel as part of your course.

ENROL TODAY

[TAFENSW.EDU.AU](https://www.tafensw.edu.au) OR 131 601

BE SKILLED WITH SHORT COURSES

We have a huge range of short courses including Statements of Attainment. These are always being developed and updated, and can give you everything from basic foundations to advanced specialised career skills. Explore [TAFENSW.EDU.AU](https://www.tafensw.edu.au) or call us on **131 601** for the latest.