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

<table>
<thead>
<tr>
<th>Certificate III in Business (BSB30115)</th>
<th>Certificate IV in Human Resources (BSB41015)</th>
<th>Diploma of Human Resources Management (BSB50615)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Customer Service Advisor and roles in payroll and in offices in all sectors</td>
<td>A range of innovative HR roles</td>
<td>Human Resources Advisor/Consultant</td>
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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.
HUMAN RESOURCES, TRAINING AND ASSESSMENT COURSES

<table>
<thead>
<tr>
<th>COURSE</th>
<th>QUALIFICATION</th>
<th>CODE</th>
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<tbody>
<tr>
<td>Adult Language, Literacy and Numeracy Practice</td>
<td>Graduate Diploma</td>
<td>TAE80113</td>
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<tr>
<td>Management (Human Resources)</td>
<td>Advanced Diploma</td>
<td>BSB60915</td>
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<tr>
<td>Adult Education</td>
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<tr>
<td>Human Resources Management</td>
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<td>Sustainable Practice</td>
<td>Diploma</td>
<td>HE20517</td>
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<tr>
<td>Training Design and Development</td>
<td>Diploma</td>
<td>TAE50116</td>
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<tr>
<td>Vocational Education and Training</td>
<td>Diploma</td>
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<tr>
<td>Work Health and Safety</td>
<td>Diploma</td>
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<tr>
<td>Education Support</td>
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<td>CHC40213</td>
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<tr>
<td>Human Resources</td>
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<td>BSB41015</td>
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<tr>
<td>Training and Assessment</td>
<td>Certificate IV</td>
<td>TAE40116</td>
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</table>

COURSE ALSO DELIVERED ONLINE AT TAFEDIGITAL.EDU.AU

THERE ARE 130 TAFE NSW LOCATIONS AROUND THE STATE – VISIT 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 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 or call us on 131 601 for the latest.