

COURSE CODE

**BSB41015**

COURSE

## **Certificate IV in Human Resources**

**ENROL TODAY**

**TAFENSW.EDU.AU or 131 601**

### **WHY CHOOSE TAFE NSW?**



**Opens career doors.** Our industry relationships lead many students directly into work with a range of employers including agencies, studios, galleries and fashion houses.



**Global prospects.** TAFE NSW graduates possess the technical knowledge, creative-thinking and specialised skills that are highly sought after by employers around the world.



**State-of-the-art facilities.** Purpose-built creative studios and industry standard software mean you will master the same tools of the trade as leading professionals.



**Industry exposure.** TAFE NSW partners with industry to provide you with hands-on experience through networking, sponsor programs, competitions, talks, lectures and other creative industry events.



**Recognised and respected.** TAFE NSW has built its reputation on delivering trusted, industry aligned and nationally recognised training for over 130 years.

# Certificate IV in Human Resources

National Course Code: BSB41015 | TAFE NSW Code: BSB41015-01V02-19WWG-999

Qualification Level	Certificate IV
Study Type	Blended
Course Start Date	Anytime
Hours Per Week	3
Duration	40 Weeks
Delivery Locations	Wagga Wagga Campus
Course Fees	<p><b>Subsidised Prices</b>            First Qualification: \$1,580.00            Second Qualification: \$1,850.00            Traineeship: \$1,000.00            Concession: \$240.00</p> <p><b>Non-subsidised Prices</b>            Full Fee: \$6,210.00</p>
Course Features	<p>Nationally Recognised Training            Traineeship Allowed            This training is subsidised by the NSW Government</p>

## Course Description

This qualification is suitable for individuals working in a range of human resources management positions. Job roles could include human resources assistants, human resources coordinators, human resources administrators and payroll officers.

Workplace responsibilities would be determined at a workplace level. Some smaller business may require employees to work across all aspects of human resources. In larger companies, individuals may just have responsibility for a singular aspect of human resources such as remuneration.

### Licensing/Regulatory Information

No licensing, legislative or certification requirements apply to this qualification at the time of publication.

## Fee Details

Depending on your previous qualifications and experience your fee may decrease from the maximum shown.

Payment by instalment may also be available. Your fee and eligibility for concession/exemption will be calculated and confirmed during the enrolment process.

This training is subsidised by the NSW Government, and as a result your fee is determined through

Training Services NSW formal eligibility criteria. In claiming the concession or exemption, students will be required to supply the required evidence to support the claim in accord with the requirements of Smart and Skilled eligibility.

To activate your eligibility you must pay the student fee component PRIOR to commencement of the learning activity.

## Entry Requirements

There are no entry requirements for this qualification

## Offering Entry Requirements and Information

To request further information, click on Enquire Now and we will advise you when a new offering is available. Courses are run subject to minimum student enrolments.

## Information Sessions and more about the course

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## Attendance

This course is delivered in a variety of attendance modes. Students will be provided a course schedule when details are confirmed. Please contact 131 601 and one of our friendly Customer Service Consultants would be happy to assist you.

## How to Enrol

Thank you for your interest in this course. To request further information click on Enquire Now. You can also contact TAFE NSW on 131 601 to speak with one of our friendly Customer Service Consultants.

## Career Opportunities

Human Resources Assistant; Human Resources Coordinator; Human Resources Administrator; Payroll Officer