



# Diploma of Human Resource Management

## BSB50320

This qualification reflects the role of individuals working in a variety of roles within the human resources sector.

Responsibilities are likely to be determined at a workplace level. Some smaller organisations may require employees to work across all aspects of human resources. In larger organisations, individuals may support a single human resources function.

### Job roles:

- HR Consultant
- HR Advisor
- HR Manager
- HR Business Partner

**To enter into this qualification you must have completed the following units (or equivalent):**

BSBHRM411 Administer performance development processes; BSBHRM412 Support employee and industrial relations; BSBHRM415 Coordinate recruitment and onboarding; and BSBHRM417 Support human resource functions and processes, **OR have two years equivalent full-time relevant work experience.**

**To gain the Qualification – 12 Units must be completed, consisting of 7 Core and 5 Elective units.**

**Course Duration:** 12 – 24 months

### Core Units

BSBHRM521	Facilitate performance development processes
BSBHRM522	Manage employee and industrial relations
BSBHRM523	Coordinate the learning and development of teams and individuals
BSBHRM524	Coordinate workforce plan implementation
BSBHRM527	Coordinate human resource functions and processes
BSBOPS504	Manage business risk
BSBWHS411	Implement and monitor WHS policies, procedures and programs

BSBHRM528	Coordinate remuneration and employee benefits
BSBHRM529	Coordinate separation and termination processes
BSBHRM530	Coordinate rehabilitation and return to work programs
BSBHRM531	Coordinate health and wellness programs
BSBWHS521	Ensure a safe workplace for a work area
BSBCMM511	Communicate with influence
BSBCRT511	Develop critical thinking in others
BSBFIN501	Manage budgets and financial plans
BSBLDR523	Lead and manage effective workplace relationships
BSBPEF501	Manage personal and professional development

### Electives Units

BSBHRM525	Manage recruitment and onboarding
BSBHRM526	Manage payroll

**The NSW Department of Education has recognised our organisation as a High Performing Provider**

**Smart and Skilled funding** - upon eligibility this training is subsidised by the NSW Government

**Contact us for more information:**

**TEAMS Training**

**Phone:** 02 6732 2080

**Website:** [teamstraining.com.au](http://teamstraining.com.au)

**Email:** [ttadmin@teamstraining.com.au](mailto:ttadmin@teamstraining.com.au)

**Social:** [Join us on LinkedIn](#)

**RTO Provider No: 91852**

