

Diploma of Business (Operations) BSB50120

(Finance Stream)

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

Individuals in these roles carry out moderately complex tasks in a specialist field of expertise that requires business operations skills. They may possess substantial experience in a range of settings, but seek to further develop their skills across a wide range of business functions.

Job roles:

- Executive Officer
- Business Manager

- Finance Manager
- · Administration Manager

To gain the Qualification – 12 Units must be completed consisting of 5 core and 7 elective units. There is an opportunity for students to select from a group of Electives, which will be discussed on enrolment.

Course duration: 12 - 24 months

Core Units

BSBCRT511 Develop critical thinking in others

BSBFIN501 Manage budgets and financial

plans

BSBOPS501 Manage business resources

BSBSUS511 Develop workplace policies and

procedures for sustainability

BSBXCM501 Lead communication in the

workplace

Elective Units

BSBOPS502 Manage business operational

plans

BSBFIN601 Manage organisational finances

BSBHRM525 Manage recruitment and

onboarding

BSBHRM526 Manage payroll

BSBOPS504 Manage business risk

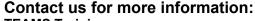
BSBOPS601 Develop and implement business

plans

BSBSTR502 Facilitate continuous improvement

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



TEAMS Training

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