WESTBOURNE COLLEGE

#41084

Reward the courage to learn

NATIONALLY RECOGNISED TRAINING

BSB40920

CERTIFICATE IV IN PROJECT MANAGEMENT PRACTICE

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This qualification reflects the role of individuals who apply project management skills and knowledge in a wide variety of contexts. The job roles that relate to this qualification may include Contracts Officer, Project Administrator and Quality Officer.

Individuals in these roles work autonomously, and might be members of a project team, with no direct responsibility for overall project outcomes. Primarily, these roles would support wider project operations. They may use project tools and methodologies selectively to support organisational or business activities.

COURSE DETAILS

COURSE NAME:
CERTIFICATE IV IN PROJECT MANAGEMENT PRACTICE

COURSE CODE:
BSB40920

DURATION:
6 MONTHS

UNITS STUDIED:
9 UNITS

NATIONALLY RECOGNISED TRAINING:
YES

COURSE FEE TOTAL:
$1,495.00

UNITS OF COMPETENCY

To achieve this qualification, 9 units of competency must be completed comprising of 3 core units and 6 elective units.

CORE UNITS

BSBPMG420 Apply project scope management techniques

BSBPMG421 Apply project time management techniques

BSBPMG422 Apply project quality management techniques

ELECTIVE UNITS

BSBPMG423 Apply project cost management techniques

BSBPMG424 Apply project human resources management approaches

BSBPMG425 Apply project information management and communications techniques

BSBLDR413 Lead effective workplace relationships

BSBPEF402 Develop personal work priorities

BSBWHS415 Contribute to implementing WHS management systems

ABOUT THIS QUALIFICATION

COURSE ENTRY REQUIREMENTS

There are no formal entry requirements for this course, however, learners studying this qualification must have sound communication skills and can demonstrate they have the skill level and competency to undertake this training.

Learners must have access to a computer or tablet throughout the duration of this course and a stable internet connection to access our learning management system. Other software requirements include:

- Adobe PDF Reader
- Latest version of Google Chrome
- Microsoft Teams
- Microphone, smartphone or tablet to record audio

DURATION AND STRUCTURE

The course duration is 6 months and self-paced, with access to our online Learning Management System. You will be assigned a trainer/assessor who will assist throughout your course completion.

Assessment methods include:

- Short answer questions/written responses
- Demonstrations/observations
- Written assessments
- Third-party reports
- Practical activity/projects

POTENTIAL CAREERS

Potential job roles on completion of this program include:

- Project administrator/coordinator
- Project officer
- Project analyst
- Project Officer
- Project records officer

COURSE FEES

- All learning resources and access to our learning management system included, no additional costs.

WESTBOURNE
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