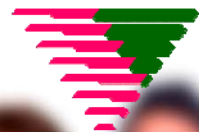


# Diploma of Management BSB50207 AND Diploma of Retail Management SIR50107 DUAL QUALIFICATION



NATIONALLY RECOGNISED  
TRAINING



NSW Vocational  
Education & Training  
Accreditation Board

## Government Funded Training

### UNITS OF COMPETENCY

SIRXFIN005A	Manage operations to budget
SIRXMGT005A	Set strategic plans
BSBADM501A	Manage Meetings
BSBWOR501A	Manage personal work priorities and professional development
BSBCUS501A	Manage quality customer service
BSBMGT502B	Manage people performance
BSBHRM506A	Manage recruitment, selection and induction processes
BSBPMG510A	Manage Projects
BSBRISK501A	Manage Risk

### PARTICIPANT ELIGIBILITY

#### To be eligible to enrol in this course participants

- ✓ Must not already be enrolled in secondary or tertiary education or training
- ✓ Must be an Australian citizen, permanent resident or Humanitarian Refugee
- ✓ Must live or work in NSW
- ✓ Have worked at least one hour the week prior to enrollment
- ✓ Have relevant retail experience

**Recognition of Prior Learning (RPL) available!**

[www.worksavvytraining.com.au](http://www.worksavvytraining.com.au)

### When and Where?

- ✓ **Commencing November & December 2009**
- ✓ Delivered through Distance Learning and Recognition of Prior Learning (RPL) process
- ✓ Telephone and email support available during business hours
- ✓ Classroom delivery available in Penrith and Campbelltown.

### Cost

- ✓ **\$607** DET NSW Admin Fee per semester (classroom delivery complete in one semester) OR
- ✓ \$50 Concession Fee for eligible recipients of Govt Allowances
- ✓ FREE for Aboriginal and Torres Strait Islanders and People in receipt of DSP
- ✓ **All texts books FREE**

### About the Course

These Diploma qualifications provide skills and knowledge required by those who hold, or wish to hold management or supervisory roles, both in the retail sector or in the business sector at large. The course applies to those who provide support to senior management, or those responsible for the management of a business or retail outlet.

Possible job titles relevant to this qualification include; Business Manager, Department Manager, Program Coordinator, Store Manager, or Team Leader.



This *training* is funded by the  
NSW Government in  
partnership with the  
Australian Government

