

CERTIFICATE IV IN FRONTLINE MANAGEMENT

Get started towards a satisfying career as a team leader or manager today!



INTRODUCTION

Are you ambitious and want to be successful team leader or manager of people?

The highly regarded Certificate IV in Frontline Management course will help you develop important team building and leadership skills that can be applied in a wide range of organisations and industry contexts.

EMPLOYMENT OPPORTUNITIES

Potential jobs for someone with a Certificate IV in Frontline Management may include:

- Coordinator
- Leading Hand
- Line Manager
- Supervisor
- Team Leader
- Trainee Manager
- Production Supervisor
- Warehouse Team Leader



QUALIFICATION

On successful completion of this course you will be awarded the **nationally accredited** BSB40812 Certificate IV in Frontline Management.



COURSE REQUIREMENTS

When awarded your BSB40812 qualification you will have successfully completed the following units of competency*:

- Show leadership in the workplace
- Implement operational plan
- Implement and monitor WHS policies, procedures and programs to meet legislative requirements
- Promote team effectiveness
- Coordinate business resources
- Develop teams and individuals
- Develop work priorities
- Establish effective workplace relationships
- Establish networks
- Organise meetings

**Units of competency may vary depending on student experience and study requirements*

FLEXIBLE STUDY / PAYMENT OPTIONS

Full or part-time study options are available. Pay weekly or monthly as you learn.

DELIVERY AND ASSESSMENT

This qualification is delivered and assessed by one of our qualified and experienced business trainers.

Assessment methods used are in accordance with the Australian Quality Training Framework (AQTF) and may include:

- Underpinning knowledge questions
- Practical activities or projects
- Third party reports from a supervisor
- Workplace observation
- Written or verbal questioning

RECOGNITION OF PRIOR LEARNING

Recognition of Prior Learning (RPL) enables you to receive recognition for the skills, knowledge and experience you already possess, regardless of where the learning was obtained.

This may reduce both the course fee and course duration.

LEARNING PATHWAY

Following attainment of this qualification, you may choose to enhance your employment or career prospects further by undertaking the BSB51107 Diploma of Management.

