



BSB40920

CRICOS 109357K

Certificate IV in Project Management Practice

OVERVIEW

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.

Serious about your Dreams!

COURSE DURATION

40 scheduled tuition weeks and up to 10 weeks of holidays (50 weeks total)

Students will participate in a total of 1000 hours of training, learning and assessment activities.

This includes 20 hours of class each week.

Have a question?

 **1300 EDUNEX**

 info@edunex.com.au

 www.edunex.edu.au

WHO SHOULD APPLY FOR THIS COURSE?

Certificate IV in Project Management Practice is a course for those who are:

- Seeking to develop their skills and knowledge as a project manager.
- Seeking to learn about the project life cycle and how to communicate effectively in written form.
- Seeking to gain a formalised understanding of project baselines, develop capabilities to engage with key stakeholders and colleagues, and adopt a project management framework of continuous improvement.

CAREER PATHWAY

Students who complete this course can expect to gain work as a Contracts Officer, Project Analyst, Project Administrators and other roles ranging from clerical and administrative positions through to management roles across a wide variety of industries. Students who complete this course may wish to continue their education with the following courses:

- BSB50820 – Diploma of Project Management
- BSB50420 – Diploma of Leadership and Management

COURSE STRUCTURE

This course requires the completion of the following 9 (including 3 core and 6 electives).

Code	Title	Type
BSBPMG420	Apply project scope management techniques	Core
BSBPMG421	Apply project time management techniques	Core
BSBPMG422	Apply project quality management techniques	Core
BSBPMG423	Apply project cost management techniques	Elective
BSBPMG426	Apply project risk management techniques	Elective
BSBOPS401	Coordinate Business Resources	Elective
BSBPMG424	Apply project human resources management approaches	Elective
BSBLDR413	Lead effective workplace Relationship	Elective
BSBPEF402	Develop personal work priorities	Elective

ENTRY REQUIREMENTS

The Training Package states that there are no prerequisites or mandatory entry requirements for this qualification, allowing flexible entry points.

This course is available to students who are able to provide evidence that they:

- have completed year 12 or equivalent
- are over the age of 18
- meet ONE the following English proficiency requirements of this course:
 - evidence of holding any of the following English language test scores within the last 3 years

Test Type	Score or Level
International English Language Testing System	5.5
TOEFL Internet-based Test	46
Cambridge English: Advanced (Certificate in Advanced English)	162
Pearson Test of English Academic (PTE Academic)	42
Occupational English Test	B for each test component

OR

- be able to provide any of the following evidence of English Language competence requirements of this course:
 - that they were educated for 5 years in an English-speaking country.
 - that they have successfully completed their Year 12 or equivalent in English Language.
- have the required level of Language, Learning and Numeracy skills required by the course by:
 - completing a Language, Literacy and Numeracy (LLN) assessment conducted by an EduNex Training Trainer/Assessor, which includes a written test and interview to complete the verbal component of the test. For international students applying from their home country this will be completed during a video interview. For all students applying within Australia the test will be completed during an interview at the RTO.