

This qualification reflects the role of individuals working as developing and emerging leaders and managers in a range of enterprise and industry contexts.

As well as assuming responsibility for their own performance, individuals at this level are likely to provide leadership, guidance and support to others. They may also have some responsibility for organising and monitoring the output of teams. They apply solutions to a defined range of predictable and unforeseeable problems, and analyse and evaluate information from a variety of sources.

- Face to face training by industry experts.
- Resource materials provided.
- Recognition of prior learning available



Contact us

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the ACT and Australian
Governments**



**College of
Transformation, Education
and Training Pty Ltd**
RTO No. 88213

BSB40520 -

**CERTIFICATE IV IN
LEADERSHIP &
MANAGEMENT**



BSB40520 - CERTIFICATE IV IN LEADERSHIP AND MANAGEMENT

At the College of Transformation, Education and Training we offer a unique style of education delivery to cater for each student as an individual.

At CTET we are dedicated to providing bridges for students to employment and career advancement.

CTET offers a personal approach with flexible delivery mode, classroom training, mixed delivery, correspondence and workplace training.

Our trainers are industry experts and have extensive experience in the Community Sector. They are dedicated to delivering high quality education.



5 Core Units

BSBXCM401 – Apply communication strategies in the workplace

BSBOPS402 – Coordinate business operational plans.

BSBLDR413 -Lead effective workplace relationships.

BSBLDR411 – Demonstrate leadership in the workplace

BSBXTW401 – Lead and facilitate a team



7 Elective Units

BSLDR412 – Communicate effectively as a workplace leader

BSBLDR521 – Lead the development of diverse workforces

BSBOPS403 – Lead personal development

BSBOPS404 – Implement service strategies

BSBOPS405 – Organise business meetings

SIRXCEG004 – Create a customer -centric culture

BSBPEF401 – Manage personal health and wellbeing

Fees

Tuition Fees for Traineeships New and Existing Workers. \$350.00 as of January 2024

Payment Options

Direct debit, Cash, Bank Cheque or Payment Plan