



Certificate IV in Business

Course Code : BSB40207

Cricos Code : BSB40207

Course Objective

The Certificate IV in Business has been designed as the standard entry level qualification for the Business industry.

Likely functions in the hairdressing industry for those who achieve this qualification involve employment as a hairdresser working as part of team in a salon, performing processes that require a range of well developed skills where discretion and judgement is required; with responsibility for own outputs, and responsibility for the supervision of others, including Apprentices. Functions at this level include applying skills and knowledge to sell products and services, ensuring a safe working environment and performing a full range of client services, including client consultation and advice, hair and scalp treatments, haircutting, hair design, colour and lightening, and chemical reformation services on male and/or female clients.

Qualifications

Students successfully completing the course will receive Certificate IV in Business

Admission Requirements and Prerequisite

An IELTS level of 5.5 is required for International students entering into this program. There are no pre- requisites for this qualification.

Course Duration

This course is offered over 18 Week on a full time basis or part time equivalent.

Contact Hours

20 hours per week

Course Structure

Core Units

Unit Code

BSBOHS407A

Unit Name

Monitor a safe workplace

Elective Units

BSBCUS403A

Implement customer service standards

BSBADM405B

Organise meetings

BSBCMM401A

Make a presentation

BSBLED401A

Develop teams and individuals

BSBMKG414A

Undertake marketing activities

BSBREL401A

Establish networks

BSBRES401A

Analyse and present research information

BSBWOR404A

Develop work priorities

BSBCUS501A

Manage quality customer service

Course Fee

AUD\$7,900

Fees and Charges are subject to change without prior notice.

Teaching Methods

This program is delivered in a classroom based environment with a training salon set up for practical components of the course. Training will be conducted in the classroom.

Assessment

The assessment process will include theory and practical assessments.



AUSTRALIAN INSTITUTE OF TECHNICAL TRAINING PTY LTD

Level 3, 475 - 485 Flinders Lane
Melbourne Victoria 3000 Australia

Telephone + 61 3 9620 1100

Facsimile + 61 3 9620 1122

Email enquiries@aitt.vic.edu.au

www.aitt.vic.edu.au