



BUSINESS CAREER PREPARATION PROGRAM CERTIFICATE III IN BUSINESS

GET THE PRACTICAL SKILLS TO SUCCEED IN BUSINESS.

This course introduces you to business processes, tools and technology, and is packed with practical real-life activities.

If you are hoping to kickstart your career, this course will provide you the knowledge and skills required for a successful career in business. You will gain valuable insights into how businesses operate and grow.

WHY CHOOSE US?

- Family friendly training
- Experienced trainers
- Flexible training schedule
- Full support for your training and job search journey

No cost to participants for training*

PROGRAM LENGTH
10 weeks

START DATE
17 May 2021

LOCATION
Rockhampton

INDIGENOUS AND NON-INDIGENOUS PLACES AVAILABLE

COURSE CONTENTS

SKILLS LEARNT THROUGH THIS COURSE INCLUDE:

- Develop an increased understanding of business operations
- Identify priorities according to organisational objectives
- Contribute to planning processes
- Support and improve work practices and team effectiveness
- Understand customer relationships and deliver customer service
- Business technology and information handling
- Workplace practices and expectations
- Employment readiness and application assistance

Two-thirds of course graduates are employed within 4 weeks of course completion.

Qualifications:

This is an opportunity to earn the BSB30115 Certificate III in Business qualification and also complete beneficial units from the FSK20113 Certificate II in Skills for Work & Vocational Pathways qualification.

NEED MORE REASONS TO START THIS COURSE?

- Learn skills to start your own business
- Immediate assistance with resumes and interview skills to enable you to apply for jobs immediately



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Email us at
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