



★ Frontline Management – Individual Units ★

Overview

Individual units from the BSB40807 Certificate IV in Frontline Management program are for Managers, Supervisors, Team Leaders and those aspiring to management positions that wish to enhance their skills and knowledge in a specific area and gain a nationally recognised Statement of Attainment but do not wish to complete the full BSB40807 qualification at this time.

Units Selection

Students may select one or more individual units:

- BSBMGT401A Show leadership in the workplace
- BSBMGT402A Implement operational plan
- BSBOHS407A Monitor a safe workplace
- BSBWOR402A Promote team effectiveness
- BSBCUS401A Coordinate implementation of customer service strategies
- BSBCUS402A Address customer needs
- BSBCUS403A Implement customer service standards
- BSBFIA402A Report on financial activity
- BSBADM409A Coordinate business resources
- BSBINM401A Implement workplace information system
- BSBCMM401A Make a presentation
- BSBMGT403A Implement continuous improvement
- BSBMGT404A Lead and facilitate off-site staff
- BSBMKG413A Promote products and services
- BSBREL401A Establish networks
- BSBRES401A Analyse and present research information
- BSBRSK401A Identify risk and apply risk management processes
- BSBWOR401A Establish effective workplace relationships
- BSBWOR404A Develop work priorities
- BSBHRM402A Recruit, select and induct staff
- BSBADM405B Organise meetings

Delivery

Individual units are available online offering candidates a flexible, practical and convenient solution to their learning and development needs. Students are guided and assisted through their selected unit/s with continuous trainer access, progress monitoring and support meetings, either face to face or via telephone.

Award

Following successful completion of selected unit/s of competency, students will receive a Statement of Attainment in partial completion of the BSB40807 Certificate IV in Frontline Management qualification. The issuing RTO is Eurobodalla Adult Education Centre Inc (RTO Number: 6558).

Information and Bookings

Please phone Plum Results on 02 6495 2656 or email admin@plumresults.com.au to request more information, check current fee structure or to make a booking.