



Diploma of Business

National ID: BSB50120 | State ID:BFT3

Do you have what it takes to take care of business?

When you complete the Diploma of Business you will have what it takes for a career in both the government and private sectors.

Gain these skills:

- build and manage a capable team
- recruit the right people
- develop your team's skills
- manage organisational risk
- undertake projects
- facilitate effective meetings
- manage risk

Your qualification prepares you for roles such as:

Office Manager | Project Administrator |Executive Officer | Office Administrator

Further Study Option(s)

Completion of the Diploma of Business opens up a range of further study options and it may give you advanced standing towards a university degree.

[Apply now](#)



Course Overview



Location	Duration	Competitive	Selection criteria
Perth	One semester	No	No selection criteria



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Bentley	One semester	No	No selection criteria