



BSB40215 Certificate IV in Business

National ID: BSB40215 | State ID:AVV9

Do you want a career among tomorrow's business leaders?

When you complete the Certificate IV in Business you will have a practical foundation to take you into a number of business and corporate careers: office management, start-up business planning and marketing, and customer service.

You will gain the skills and knowledge to manage customer needs and feedback, develop and promote products and services, and play a supporting role in the recruitment of staff. You will acquire valuable experience in making presentations to groups, working in effective teams, and with workplace health and safety.

Your qualification prepares you for roles such as:

Job roles: - Administrator - Project Officer.

Job titles may include: General Clerk, Clerical Officer, Office Administrator

Further Study Option(s)

Diploma of Business or a range of other Diploma qualifications

[Apply now](#)



Course Overview



Location	Duration	Competitive	Selection criteria
Joondalup (Kendrew Crescent)	One semester	No	No selection criteria
Perth	One semester	No	No selection criteria



Location	Duration	Competitive	Selection criteria
Murdoch	One semester	No	No selection criteria
Rockingham	One semester	No	No selection criteria
Thornlie	One semester	No	No selection criteria



Location	Duration	Competitive	Selection criteria
Albany	Six months	No	No selection criteria
Bunbury	Six months	No	No selection criteria
Busselton	Six months	No	No selection criteria
Esperance	Six months	No	No selection criteria
Margaret River	Six months	No	No selection criteria

Please contact the college to receive an indicative price for this course.

VET Student Loans

VET Student Loans is the new program that replaces the current VET FEE HELP scheme.



Eligible students will be entitled to apply for a VET Student Loan. Comprehensive information on VET Student Loans can be found on the Australian Government website [education.gov.au/vet-student-loans](https://www.education.gov.au/vet-student-loans)

International students

Fees, charges, available locations, applications, and enrolment procedures for international students are different to those applicable to local students.

International students can only study full-time.

For information on international student fees and application, please follow this link to the TAFE International WA website www.tafeinternational.wa.edu.au