

# DNA Kingston Training

## BSB60407 Advanced Diploma of Management Local Students

### Introduction

DNA Kingston Training has been a registered training provider in Australia since 1999. An award winner and finalist in Local Training and International Training.

This course as an Australian Nationally Registered qualification, reflects the role of individuals who have or are looking to gain employment in senior or managerial responsibilities. They may oversee the work of others or have specialised roles and provide strategic leadership.

This will give yourself the edge by developing key leadership skills in strategic and business planning, people development, managing change and continuous improvement programs, knowledge and risk management and budgeting. With employment opportunities ranging from procurement manager to business development manager, it's the perfect course to move your career to the next level.

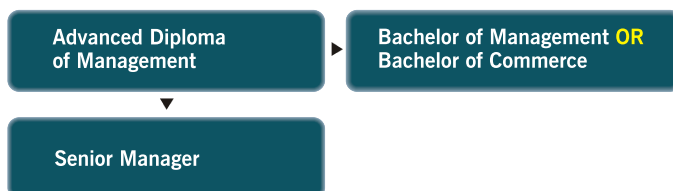
Attain the skills and understanding, that will enable you to respond to emerging business opportunities and competently manage organisational change.

- Develop the entrepreneurial skills needed for success in the business world
- Learn to create and implement strategic and business plans
- Gain knowledge of financial and information management processes

The business world is constantly evolving and management keeps pace with change and innovation, organisational structure and client relationships to achieve success. You'll graduate from this course with the ability to use your skills in:

- Strategic planning
- Setting objectives
- Controlling finances
- Developing efficient operations
- Managing the market
- Developing information systems
- Human resource management

### Pathways



Course leads into University pathways and credit recognition with Edith Cowan University, Joondalup and DNA Kingston Training.

Links and options exist between various levels of study. Accredited pathways exist, enabling students to move between different courses with in DNA Kingston Training and other educational institutions.



### Job title roles

Job roles and titles vary across different industry sectors. Possible job titles relevant to this qualification include:

- Area Manager
- Department Manager
- Regional Manager
- CEO
- Proprietor

### Other aspects of training

- The course emphasises the practical applications involved in the management aspects of running a business. The advanced diploma level builds on current knowledge and skills and offers students a comprehensive understanding of the management aspects of running a business. Students will also have the opportunity to apply these practical managerial skills.
- Rolling intakes throughout the year
- Guest lectures & excursions
- World class, well equipped colleges
- Qualified, highly experienced trainers and assessors with years of experience in many disciplines
- Learning is delivered in small-class environment, through lectures, tutorials and individual instruction. Where possible, case study analysis and problem- solving approaches are adopted to enhance student learning.
- Personalised, caring environment to enhance learning
- Individual support ensuring you reach your full potential

### Assessment

Assessment in this course will be very practically based around your day to day tasks, and mainly be of a practical nature. It may be in a one-on-one environment, tailored to your job role, or through the completion of set tasks / projects for submission.

### Entrance requirements

Completion of Year 10 Certificate at Highschool.



### Duration

- Local Students attend 52 weeks, with 10 weeks term breaks, 3 days a week, 8.30 a.m. to 4.00 p.m.

### Fees

Current fees are available on the web site or by contacting the college direct.

### Licensing, Legislative, Regulatory or Certification Considerations

No licensing, legislative, regulatory or certification requirements apply to this qualification.

### Locations

#### Metro

**Belmont**, 15 minutes from Perth CBD - 37 Hargreaves Street, Belmont

**Malaga**, 30 minutes from Perth CBD - 1/28 Oxleigh Way, Malaga

#### Regional

**Bunbury**, 1.5 hours from Perth - Unit 1 / 76, Spencer Street, Bunbury

**Mandurah**, 1 hour from Perth - Unit 7/2D Peel Street, Mandurah

### Recognition of Prior learning

Recognition of prior learning (RPL) may be given for skills and knowledge gained through previous studies or other relevant experience. For further information please contact DNA Kingston Training.

### Student Support

- Accommodation assistance
- IELTS (English support)
- Airport pick up
- Transport assistance
- Work experience arranged in house
- Employment assistance
- Social activities
- Sports days
- Dedicated cultural and personal student support services

### Course Units BSB60407

Total number of Units = 8  
3 Core Units plus  
5 Elective Units

### Core Units

#### Innovation

- BSBINN601B Manage Organisational Change

#### Management

- BSBMGT605B Provide leadership across the organisation
- BSBMGT616A Develop and implement strategic plans

### Elective Units

#### Risk

- BSBRISK501B Manage Risk

#### Finance

- BSBFIM601A Manage Finances

#### Innovation

- BSBMGT608C Manage Innovation and continuous improvement

#### Marketing

- BSBMKG609A Develop a marketing plan

#### Manage Diversity

- BSBDIV601A Develop and implement Diversity Policy

Human Resources

Units may change to reflect industry and individuals needs or review of programme.

### Further Educational Opportunities in our Colleges

- Certificate III in Dental Assisting in 26 weeks
- Certificate IV in Dental Assisting in 26 weeks
- Certificate IV in Work Health and Safety in 52 weeks
- Certificate II in Engineering - Production Technology in 52 weeks

We look forward to meeting you and welcoming you to our friendly, family orientated college, achieving outstanding academic results for our Graduates.

We have one of the highest retention rates and successful completion rates for international Students in Australia.

We are very proud of our high percentage of students, recommended to attend our college by past family and friends who are now graduates of our colleges.



### How to apply

Simply complete the application form. You will then receive a letter of offer to enter the course. Application forms can also be downloaded on the website. Should you require assistance with your application, please do not hesitate to contact us directly.

### Contact details

Local & National Phone: 1300 855 503  
Fax: +61 8 9479 4880  
Email: admin@dnakingston.com.au  
Website: www.dnakingston.com.au