

INSTITUTE OF GLOBAL EDUCATION AND TRAINING PTY LTD L4 & L5, 14 Railway Parade, BURWOOD NSW 2134 RTO ID: 45062 I CRICOS ID: 03565E

## **BSB60420**

# **Advanced Diploma of Leadership and Management**

CRICOS Course Code: 108152J

#### **Course Duration**

78 weeks (60 study weeks + 18 weeks holiday)

#### **Course Description**

This qualification reflects the role of individuals who apply specialised knowledge and skills, together with experience in leadership and management, across a range of enterprise and industry contexts.

Individuals at this level use initiative and judgement to plan and implement a range of leadership and management functions, with accountability for personal and team outcomes within broad parameters.

They use cognitive and communication skills to identify, analyse and synthesise information from a variety of sources and transfer their knowledge to others, and creative or conceptual skills to express ideas and perspectives or respond to complex problems.

#### **Award**

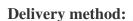
Successful completion of all the twelve (10) unit of competencies required to be awarded with an AQF certification. Partial completions will be awarded with a Statement of Attainment.

### **Study Pathway**

This course might include a pathway to university.

#### **Career Opportunities:**

- Senior Executive
- Human Resources Manager
- Area Manager
- Business Analyst
- Department Manager
- Business Development Manager



Face to face



#### **Trainers Description**



Dear Students,

I would like to take the opportunity to welcome you on securing a place for studies at Salisbury College. My name is **Sohel Islam.** During my career in marketing business development and information technology, I imparted training services to the students, personnel, and team members to develop their skills in their respective professional fields. As a training and development officer, I always emphasize on identifying training and development needs within an organization through job analysis, appraisal schemes and regular consultation with business managers and human resources departments. I am really excited and keen to share my experiences and expertise to you so that your interpersonal skills, strong team working abilities, enthusiastic and innovative approach to work, and organisational skills enable you to work with people at all levels of an organisation. Warm regards

Hello students!

My name is **Tony Singh.** I would like to congratulate you for choosing Salisbury College for your further studies. I have completed a Bachelor of Engineering and Post Graduate Diploma of Information Technology from Western Sydney University. I am Certified Project Management Professional PMP® and certified Scrum Master CSM® with over 10 years of experience in Project Management and Leadership Management. Teaching is one of my passions and I have been teaching Project Management and Leadership Management in RTOs and Corporate training environment for over 5 years. I enjoy sharing my knowledge and experience with my students and am always keen to learn from them about their experiences and cultures. I strongly believe that Education is the key to unlock the golden door of freedom and one should never stop learning! I wish you very best and look forward to seeing you in the class!



Sincerely,



Hi students.

My name is **Mohammad Nurul Islam Salim** have been presenting myself as a 'highly operational and structured leader'. I began my journey with Coles back in 2007 and have since then flourished within the company by continuously delivering outstanding results.

The managerial positions I held was online duty manager, caretaking online manager, fresh produce manager, meat manager, dairy manager, bakery manager, store duty manager, grocery manager, caretaking assistant store manager. My journey with Coles more than 15 years has allowed me to perfect my leadership & managerial skill sets.

I look forward to seeing you in the class. Kind regards

Kind rega

Dear Student,

My name is Mohammad Shah Jamal Badal.

I have a diversified work experience over 25 years in many fields where most of my role were vested as Trainer and Assessor. In addition, my knowledge and experience in Leadership and Management, Business and Project Management has enhanced my wisdom in all these relevant fields. I always avail the opportunity to play a role to bridge the gap between the present and required knowledge of the students and relating this with the practical implication in life.



I would be expecting to seeing you in the tutorial discussion. Kind regards,

#### **Total number of units 10 (5 Core and 5 Electives)**

Core Unit		
1	BSBCRT611	Apply critical thinking for complex problem solving
2	BSBLDR601	Lead and manage organisational change
3	BSBLDR602	Provide leadership across the organisation
4	BSBOPS601	Develop and implement business plans
5	BSBSTR601	Manage innovation and continuous improvement
Elective Units		
1	BSBXCM501	Lead communication in the workplace
2	BSBHRM613	Contribute to the development of learning and development strategies
3	BSBCRT511	Develop critical thinking in others
4	BSBSTR602	Develop organisational strategies
5	BSBPEF501	Manage personal and professional development

