



Certificate IV in Human Resources

BSB41015

A SPECIALIST HUMAN RESOURCES COURSE TO LEARN ALL HR KEY SKILLS

The Certificate IV in Human Resources covers all key HR functional areas to ensure a solid knowledge base for those entering the HR profession or those wanting to learn specific aspects of HR. By focusing on the policies and procedures that drive your recruitment, appraisal, industrial relations and retention processes, this Certificate IV qualification will ensure that you have a strong skill set in each HR specialist area.

Learn to Thrive in HR

Certificate IV in Human Resources is a specialist HR course for those seeking a career in this exciting profession. Your College Student Adviser has past HR practitioner skills and experience to share, to ensure that you learn real world and useful HR skills.

Subject Choices No electives are required. 1 optional elective allowed

- Recruitment Best Practice
- Keeping Your Work Team Safe
- Human Resource Management
- Team Effectiveness
- Performance Management Practices
- Support Workplace Relations Processes
- Prioritising to Achieve Team Goals (E)
- Develop Teams (E)
- WHS Consultation and Meetings (E)
- Quality Planning (E)
- Co-ordinate Customer Service Delivery (E)
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- More electives available

Key Course Facts



Start and study anytime



24/7 access to courses



Dedicated student adviser

For more details and current fees please visit our [Certificate IV in Human Resources](#) page.