

BSB41515 CERTIFICATE IV IN PROJECT MANAGEMENT PRACTICE

Release Number: 4, Release Date: 27 September 2018

The **CERTIFICATE IV IN PROJECT MANAGEMENT PRACTICE** requires that 9 units be achieved. There are no pre-requisite or co-requisite units for this qualification. All 9 units must be completed to attain the full qualification. Where only some units of competency are achieved, a statement of attainment will be issued. This qualification forms part of the Business Services Training Package BSB.

This qualification is suitable for autonomous individuals who identify and apply project management skills and knowledge in a wide variety of contexts. Job titles for these roles may include contracts officers, project administrators, quality officers and small business operators.

Individuals in these roles might be members of a project team, with no direct responsibility for overall project outcomes. Primarily, these roles would support wider project operations. They may use project tools and methodologies selectively to support organisational or business activities.

Preferred pathways for candidates considering this qualification include:

- BSB30115 Certificate III in Business or other relevant qualification
OR
- vocational experience in project-based work.

The units of competency that make up this qualification are: **3 core units** from the core units listed below plus **6 elective units**.

Core Units:

National Code	National Title
BSBPMG409	Apply project scope-management techniques
BSBPMG410	Apply project time-management techniques
BSBPMG411	Apply project quality-management techniques

Elective Units:

At least **3 elective units** must be from **Group A**.

The remaining 3 units may be from Group A, Group B or any endorsed Training Package or accredited course at Certificate IV level or higher.

Elective units must be relevant to the work environment and the qualification, maintain the integrity of the AQF alignment and contribute to a valid, industry-supported vocational outcome.

They must not include the choice of the unit BSBPMG522 Undertake project work.

Group A

National Code	National Title
BSBPMG412	Apply project cost-management techniques
BSBPMG413	Apply project human resources management approaches
BSBPMG414	Apply project information management and communications techniques
BSBPMG415	Apply project risk-management techniques
BSBPMG416	Apply project procurement procedures
BSBPMG417	Apply project life cycle management processes
BSBPMG418	Apply project stakeholder engagement techniques

Group B

National Code	National Title
BSBADM405	Organise meetings
BSBCUE405	Survey stakeholders to gather and record information
BSBLEG415	Apply the principles of contract law
BSBWHS401	Implement and monitor WHS policies, procedures and programs to meet legislative requirements
CPPDSM4047	Implement and monitor procurement process
MSMENV472	Implement and monitor environmentally sustainable work practices
PSPETH002	Uphold and support the values and principles of public service
PSPGEN043	Apply government processes
PSPPCY004	Support policy implementation
TLIE4006	Collect, analyse and present workplace data and information

It is highly recommended that participants view www.training.gov.au for detailed information on packaging arrangements.

The Australian Qualifications Framework (AQF) provides a guide to the volume of learning for each qualification. It describes how long a student may take to complete a qualification and is dependent on a number of factors such as; experience, current skill level, knowledge and job role. Without any prior experience, skill or knowledge it is anticipated a student would take 6 – 24 months to complete this qualification.

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