

# BSB51915 Diploma of Leadership and Management



## OUTLINE

Successful completion will require a successful assessment outcome for 12 units of competency that relate to work defined as aligned at AQF Level 5. On successful completion, applicants will receive a certificate.

This training aims to develop your knowledge, skills and competencies in the field of management in the logistics industry that will assist you in your management of resources, processes and people and help you become recognised in your workplace for your ability to fulfill more demanding roles.

The program is distinctly multi-disciplinary and aims to provide you with a framework for improving your management action and professional practice and hence the quality of the organisation you work for.

You will undertake a program of learning and activities that fit with the culture and mission of your organisation. To achieve this you will be encouraged to use the protocols and manuals of your organisation as learning materials to undertake assessment tasks that are immediately valuable and take advantage of real problem solving opportunities within your organisation.

## CONTENT

- Workplace Health & Safety
- Manage fatigue management policy and procedures
- Customer Service
- Continuous Improvement
- Manage personal work priorities and professional development
- Develop a transport and logistics business plan
- Manage budgets and financial plans
- Manage facility and inventory Requirements
- Apply knowledge of logistics
- Lead and manage effective workplace relationships
- Lead and manage team effectiveness

## QUALIFICATION DESCRIPTION

This qualification reflects the role of individuals who apply knowledge, practical skills and experience in leadership and management across a range of enterprise and industry contexts. Individuals at this level display initiative and judgement in planning, organising, implementing and monitoring their own workload and the workload of others. They use communication skills to support individuals and teams to meet organisational or enterprise requirements. They plan, design, apply and evaluate solutions to unpredictable problems, and identify, analyse and synthesise information from a variety of sources.

## PLEASE NOTE\*

This training is delivered with Victorian and Commonwealth Government funding. Please see our website for details.



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1300 554 077

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## Delivery

Online/Correspondence

This Qualification is delivered in a self-paced program. A Program manager/Facilitator is available either via phone or email to assist and support with the training.

## Duration

Self-paced

Approximately 1-2 hours per week, maximum duration 18 months.

## Cost

\$3,500 (No GST) Fee for service, or

\$2,500 (No GST) for eligible Victorian Training Guarantee Applicants\*