



Certificate IV in Project Management

(BSB41507)

Maxima's Certificate IV in Project Management is targeted towards individuals new to project management and is designed to provide the necessary skills to assist in the management of projects. Participants will learn to work in teams, take leadership in some parts of projects and on completion, will have the skills and knowledge to assist in initiating, planning, delivering and closing projects.

Participants will gain a broad knowledge and develop skills in:

- > Time management
- > Cost management
- > Management techniques
- > Human resources management approaches
- > Communication techniques

Job titles and roles may vary. Possible job titles relevant to this qualification include Project Coordinator, Project Management Officer, Project Team Member, Project or Program Administrator.

Maxima Training Services can offer further study in this area including a Diploma of Project Management. Refer to www.maxima.com.au for more information and specific industry pathways.

Packaging rules

Certificate IV in Project Management requires a total of 8 core units of competency to be completed.

Core units

BSBPMG401A Apply project scope management techniques

BSBPMG402A Apply time management techniques

BSBPMG403A Apply cost management techniques

BSBPMG404A Apply quality management techniques

BSBPMG405A Apply human resources management approaches

BSBPMG406A Apply communications management techniques

BSBPMG407A Apply risk management techniques

BSBPMG408A Apply contract and procurement procedures

If it is applicable, participants enrolling in this course are encouraged to apply for Recognition of Prior Learning or credit transfer.

Cost: \$3,300 for full certificate (No GST on full certificates)

Duration: The program runs for a duration of 5 days (usually scheduled 1 day per week)



*Program facilitated
by Mike Nolan*

Mike Nolan has over 30 years experience in senior management and CEO roles. His consultancy practice has a strong focus on organisational and personnel development, project management, risk management and training and mentoring programs.



NATIONALLY RECOGNISED
TRAINING

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