



### Why Study Human Resources?

With employment levels at an all time high, organisations are constantly looking for innovative ways to recruit, train and retain staff, which they consider to be their most valuable company asset.

Graduates trained in Human Resources that can demonstrate strategic skills and business acumen are in high demand to fill an increased variety of roles in Human Resources.

Duties can involve selection, training and development, performance evaluation and management, promotions, redundancy, industrial and employee relations, record keeping and personal data, compensation, pensions, bonuses in liaison with payroll; confidential advice to internal customers in relation to problems at work and career development.

### Why Study Human Resources at West Coast TAFE?

- Flexible study options for those already working in the sector so those wanting to upskill qualifications can work and study at the same time. Earn while you learn.
- Comprehensive program delivered in an industry setting.
- We understand students' time is precious and our courses are structured to work within time constraints. Gone are the days of learning only in a classroom! Some courses are delivered in monthly workshops, assessments are completed online and on the job, and staff go to students to assist with mentoring/coaching.
- Lecturers are highly qualified in Human Resources and bring years of industry work experience to the learning environment.

Courses	Career Opportunities
Certificate IV in Human Resources	This course provides the skills for the student to become a: Human Resources Officer, Assistant or Payroll Officer
Diploma of Human Resource Management	This course provides the opportunity to become a: Human Resource Advisor, Change Manager, Consultant, Senior Human Resources Officer and Human Resources Manager
Advanced Diploma of Management (Human Resources)	Graduates are qualified to become a: Human Resource Director strategist, and a national, regional or global human resources manager.

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