



Learn. Apply. Adapt.



BSB41515 Certificate IV in Project Management Practice

Who Should Do This Qualification?

Pro Leaders Academy (RTO# 45024) in association with Local Government Procurement (LGP) offers this course, suitable for people who are currently working, or intend on working in a team project environment, in a variety of industries. This qualification is suitable for those with some existing work experience as well as those at entry level in project management. The skills taught in this qualification will enable you to;

- Define project life cycle, control and monitor project scope and costs
- Use HR and communication techniques in a project context
- Identify risk and develop risk management strategies
- Manage and control the contract and procurement process within the project

This qualification will empower you to grow your career in project management and give you the expertise to plan, execute, monitor and close a project from concept to finalisation.

Your Career

This qualification will equip you for project team work in a variety of industries including work in the public sector. This qualification is suitable for positions such as Project Coordinator, Project Management Officer, Project Team Member, Project or Program Administrator. It is an excellent stepping stone to a career as a Project Manager.

Entry Requirements

To successfully complete this qualification, you must have at least a functional level of English suited to the workplace (reading, writing, understanding and speaking).

Our experience also shows that the best results from this program come when you:

- are at least 20 years of age
- have some relevant work experience on which to draw
- have the capacity for independent learning
- have the capacity for group work (for face to face delivery)

Course Structure

This course contains the following 3 required units and 6 elective units.

Required Units

- BSBPMG409 Apply project scope-management technique
- BSBPMG410 Apply project time-management techniques
- BSBPMG411 Apply project quality-management techniques

Elective Units

- BSBPMG412 Apply project cost-management techniques
- BSBPMG413 Apply project human resource management approaches
- BSBPMG414 Apply project information management and communications techniques
- BSBPMG415 Apply project risk management techniques
- BSBPMG416 Apply project procurement procedures
- BSBPMG418 Apply project stakeholder engagement techniques

PLA and Local Government Procurement (LGP) work closely with council representatives to ensure that the skills you learn on our courses are applicable in the workplace. With their assistance, we develop training scenarios and activities that are closely relevant to actual situations you might encounter in the real work world. Because of this, you do not need to be currently employed in a local government project role to be able to complete this qualification, although it is usually advantageous to your progress if you are able to draw on work experience as you study.

Course Delivery Methods

The Certificate IV in Project Management Practice Qualification is offered by face to face training at Local Government Procurement training room in Sydney.

Face to Face

The course duration is 7 days, delivered in 2 and 3 day blocks over a period of approximately 3 months. You will learn by a combination of instructor led presentation, reading key materials, group discussion, individual assessment tasks, group assessment tasks and other learning activities. Most people complete the work in the time allocated in class, minimising the need for homework.

The last 2 days of the course are an assessment workshop. You may be required to undertake some preparatory research within your organisation. All other assessment requirements are self-contained and can be completed during the assessment workshop.

Dates for upcoming courses can be found via [LGP Training Calendar](#) . Minimum class size for a course to run is 7 participants and maximum is 15. The sessions are delivered in LGP training room at Level 13, 55 Clarence Street, Sydney NSW 2000.

Special Needs

Please contact us as early as possible if you have any special needs so we can most effectively work with you and ensure your needs are met.

For further information, contact training@lgp.org.au or call 02 8270 8709