



BSB30120

Certificate III in Business

Duration: 26 Weeks

CRICOS CODE: 111066C

Certificate III in Business equips you with a career in the business sector. Gain essential skills for roles like clerical and administrative tasks, with a focus on tech and business competencies.



Main Skills

- ✓ Design business documents
- ✓ Create electronic presentations
- ✓ Develop workplace communication and critical thinking skills.

 Sydney and Gold Coast



Intake dates (2024)

Jan/Feb/Mar/Apr/Jun/Jul/Aug/
Oct/Nov/Dec

ENTRY REQUIREMENTS



AT LEAST 18 YEARS OF AGE



**OVERALL SCORE OF IELTS 6.0
OR EQUIVALENT**



**YEAR 12 OR EQUIVALENT OR
OTHER QUALIFICATIONS**

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