

School Delivered VET courses



Business Services

The nationally recognised Certificate III in Business will provide you with the essential knowledge and skills you need to build your career in business.

Is this course right for me?

Transferrable skills gained in the study of this course will support roles across multiple sectors in the industry. In this course you will develop both the technical and enterprise skills needed for employment in the world of business and government administration.

Where can this course take me?

According to the Department of Jobs and Small Business, the projected employment growth for administrative and support services in Australia is 6.6%. Potential job roles include; office administration assistant, personal or executive assistant.

This course can lead to further study, such as:

- BSB40120 Certificate IV in Business
- BSB40520 Certificate IV in Leadership and Management
- BSB50120 Diploma of Business

Subjects that support this career path

- Legal Studies
- Business Studies
- Information and Digital Technology

Credential available	Full Certificate
Course code/name	BSB30120 Certificate III in Business
ATAR eligible	Yes
Mandatory placement hours	70 hours
SBAT available	Yes
Specialisation required for full qualification	No



For more information contact your VET Coordinator / Careers Adviser, or visit our Internet site:
www.education.nsw.gov.au/school-delivered-vet