



Australian Government

FNSSF00014 Accounting Principles Skill Set

Release 3

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Modification History

Release	Comments
Release 3	This version first released with the FNS Financial Services Training Package Version 8.0. Update to pathways information. Superseded units have been updated.
Release 2	This version first released with FNS Financial Services Training Package Version 3.1. Added BSBFIA401 Prepare financial reports to skill set requirements
Release 1	This version first released with FNS Financial Services Training Package Version 3.0.

Description

This skill set addresses the skills and knowledge required to apply accounting principles in accounting and bookkeeping job roles in a variety of industries which involve a range of analytical tasks.

Pathways Information

The units of competency in this skill set provide credit towards the qualification below and others that allow for selection of these units.

- FNS40222 Certificate IV in Accounting and Bookkeeping

Licensing/Regulatory Information

Work functions in the occupational areas where this skill set may be used are subject to regulatory requirements. Users are advised to check with the relevant regulatory authorities to confirm those requirements.

Skill Set Requirements

- FNSACC321 Process financial transactions and extract interim reports
- FNSACC322 Administer subsidiary accounts and ledgers
- FNSACC418 Work effectively in the accounting and bookkeeping industry
- FNSACC421 Prepare financial reports

- FNSACC426 Set up and operate computerised accounting systems
- FNSTPB411 Complete business activity and instalment activity statements
- FNSTPB412 Establish and maintain payroll systems

Target Group

These units of competency from the FNS Financial Services Training Package meet industry requirements for individuals who apply accounting principles when performing a range of analytical tasks in a variety of industries.

Suggested words for Statement of Attainment

The units of competency in this skill set from the FNS Financial Services Training Package address the needs of individuals who apply knowledge of accounting principles to perform a range of analytical tasks in a variety of industries.