



**Australian Government**

# **SITSS00008 Business Management**

**Release: 1**

## SITSS00008 Business Management

### Modification History

The version details of this skill set are in the table below. The latest information is at the top.

Version	Comments
1.0	New skill set.

### Description

Not applicable.

### Pathways Information

Achievement of these units provides credit towards a number of tourism, travel and hospitality Diploma qualifications.

### Licensing/Regulatory Information

No licensing, legislative, regulatory or certification requirements apply to this skill set at the time of endorsement.

### Skill Set Requirements

Units	Unit Code	Unit Title
	BSBWRT401	Write complex documents
	SITXCCS501	Manage quality customer service
	SITXCOM401	Manage conflict
	SITXFIN402	Manage finances within a budget
	SITXFIN501	Prepare and monitor budgets

	SITXHRM402	Lead and manage people
	SITXMGT401	Monitor work operations
	SITXMGT501	Establish and conduct business relationships
	SITXWHS401	Implement and monitor work health and safety practices

## Target Group

Tourism, travel and hospitality personnel who have achieved frontline operational skills and now require business management skills.

## Suggested words for Statement of Attainment

These units of competency from the SIT12 Tourism, Travel and Hospitality Training Package provide a set of business management skills to work in any industry sector.