About this course

Take your human resources studies to the next level

The Diploma of Human Resources will help you to achieve your career goals by further developing your knowledge in human resource strategies and services to support and engage your workforce. This course will enhance your strategic business skills and will teach you the best way to build and manage a capable team of people.

Human resources professionals are key to ensuring a business succeeds. Their expertise in developing integrated people management strategies and building organisational capacity are highly valued and crucial to ensuring competitive and sustainable organisations for the future.

During your studies you will have the opportunity to select elective units from a range of human resources options, including managing human resources, managing workforce planning, managing recruitment, managing employee relations, managing performance management and managing separation or termination.

Keen to get started? We offer this course online.

Gain these skills

- Build and manage a team
- Staff recruitment
- Staff support and training
- Performance management

Is this course right for me?

I have the following attributes:

- Excellent interpersonal skills
- Strong written and verbal communication skills
• Good attention to detail
• Good organisational skills with the ability to multitask
• Discretion and tact when dealing with personal information

Details

Entrance requirements

<table>
<thead>
<tr>
<th>School Leaver</th>
<th>Non-School Leaver</th>
<th>AQF</th>
</tr>
</thead>
<tbody>
<tr>
<td>Completion of WACE General or ATAR (Minimum C Grades) or equivalent</td>
<td>Completion of WACE General or ATAR or equivalent (minimum C Grades)</td>
<td>Certificate III</td>
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Job opportunities

- Human Resource Adviser
- Human Resources Consultant
- Personnel Officer
- Recruitment Consultant
- Human Resources Manager
- Workplace Relations Manager

Other job titles may include:

- Senior Human Resources Officer
- Change Manager

*Please note this list should be used as a guide only as job titles and qualification requirements may vary between organisations.*

Important information

*Please note part-time study classes are run during the day only.*

Fees and charges

View our [Indicative Fees list](#)

Local full time students

Course fees are made up of two components, tuition fees and resource fees.

**Tuition fees** are determined by multiplying the course fee rate by the nominal hours, which is the number of hours in which an average student could be expected to complete each unit. They are not the hours of training or instruction.

**Resource fees** are charges for material that are essential to a course or unit, and are purchased by NMT to be used by students during the course.

Fees may vary depending on the units you are enrolled in so an approximate amount has been shown. You will be given the exact amount of your fees at enrolment. Part time student fees will vary depending on the number of units you are enrolled in.

Please note, you may also need to buy textbooks or equipment for your course.
International Students

Check TAFE International WA to confirm this course is available to international students. You will pay your tuition fees to TIWA.

Please note, fees are subject to change.