



**Plumbing, Electrical, Electronic & Refrigeration,
Vocational Education, Employment & Training Inc**

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P E E R V E E T

Small Business Management

Course Aim

This course is designed for persons of all trades to gain a Contractors License from the Office of Consumer & Business Affairs. (Re: Plumber, Gas Fitters and Electricians Act 1995; Security and Investigation Agents Act 1995 and the Building Work Contractors Act 1995). This course has been approved by the Commissioner as the appropriate course for the purpose of a Contractors License.

Duration 60 hours (includes project time)

Course Content

The 2 modules offered with in this course are uniformly required for all trades:

Establish Business & Legal Requirements (BSBSBM401A)

This unit provides an overview of legal and administrative requirements affecting the operation of a small business. Specific topics include sources of Australian Law, the structure of our court system, various ownership structures, business regulations, licenses and registrations. Other topics include contract law, law of agency, consumer law, land and lease matters, law of torts and protecting intellectual property, industrial law and taxation law and insurance.

Undertake Financial Planning (BSBSBM402A)

This unit covers planning for profit, planning the financial structure of your business and cash flow. Project profits and to develop a financial plan for your own business or intended business. Also understanding costs, ensuring full recovery of cost in your pricing strategy, costing for different industries, breakeven analysis and profit projection. Other topics covered are understanding equity and loan capital, assets, working capital and the cash flow cycle.

Pre-requisites

There are no pre-requisites for this course. It is recommended that all students contact the Office of Consumer & Business Affairs directly for additional license requirements.

Structure This course is offered as either classroom based (3 days) or via correspondence.

Note: Participants may be eligible for a rebate through the Construction Industry Training Board (CITB). To receive this rebate you must quote a current membership number on your enrolment form and meet CITB funding criteria.



Please call 08 8348 1200 to register your interest

*South Australian
Training Awards
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