

ACADEMIC TRANSCRIPT

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DATE OF ISSUE: 24th Jul 2025
DOCUMENT ID: S 1472/16854

BSB40120 Certificate IV in Business

Code	Title	Outcome
BSBCRT411	Apply critical thinking to work practices	Competent
BSBTEC404	Use digital technologies to collaborate in a work environment	Competent
BSBTWK401	Build and maintain business relationships	Competent
BSBWHS411	Implement and monitor WHS policies, procedures and programs	Competent
BSBWRT411	Write complex documents	Competent
BSBXCM401	Apply communication strategies in the workplace	Competent
BSBCMM411	Make presentations	Competent
BSBOPS405	Organise business meetings	Competent
BSBPEF401	Manage personal health and wellbeing	Competent
BSBPEF402	Develop personal work priorities	Competent
BSBXTW301	Work in a team	Competent
CHCDIV001	Work with diverse people	Competent

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