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Certificate III in Financial Services FNS30107

Qualification Rules

You must complete 13 units of competency consisting of:
4 industry core unit plus 9 elective units

UNITS OF COMPETENCY

CODE	TITLE
	INDUSTRY CORE UNITS
FNSICIND301B	Work in the financial services industry
FNSICGEN301B	Communicate in the workplace
FNSICGEN302B	Use technology in the workplace
FNSICGEN304B	Apply health and safety practices in the workplace
	SECTORAL CORE UNITS
FNSICACC304B	Prepare and bank receipts
FNSICACC306B	Process journal entries
FNSICGEN305B	Maintain daily financial/business records
BSBCMN308A	Maintain financial records
BSBADM408A	Prepare financial reports
	ELECTIVE UNITS
FNSICACC302B	Administer financial accounts
FNSACCT407B	Set up and operate a computerised accounting system
BSBADM308A	Process payroll
BSBCMN214A	Create and use simple spreadsheets

Cost: $2,500 – Payment options are available
Training Delivery: The training will be delivered in a variety of ways including self paced, trainer facilitated supported distance and trainer led
Traineeship: Employers may be eligible for Commonwealth funding

Nationally Recognised Training

Contact: Phone: 47 23 1666 Fax: 4723 1150 Email: enquiries@jobtrain.com.au Web: www.jobtrain.com.au
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