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| **Trade** | | **Travel Management** |
| **2016 QUALIFICATION** | | SIT60116 Advanced Diploma of Travel and Tourism Management (Travel Management) |
| **CORE UNITS** | | |
| BSBDIV501 | 1. Manage diversity in the workplace | |
| BSBMGT617 | 1. Develop and implement a business plan | |
| BSBRSK501 | 1. Manage risk | |
| BSBWRT401 | 1. Write complex documents | |
| SITTIND001 | 1. Source and use information on the tourism and travel industry | |
| SITTPPD008 | 1. Develop tourism products | |
| SITXCCS007 | 1. Enhance the customer service experience | |
| SITXCCS008 | 1. Develop and manage quality customer service practice | |
| SITXFIN002 | 1. Interpret financial information | |
| SITXFIN003 | 1. Manage finances within a budget | |
| SITXFIN004 | 1. Prepare and monitor budgets | |
| SITXGLC001 | 1. Research and comply with regulatory requirements | |
| SITXHRM003 | 1. Lead and manage people | |
| SITXMGT001 | 1. Monitor work operations | |
| SITXMGT002 | 1. Establish and conduct business relationships | |
| SITXMPR007 | 1. Develop and implement marketing strategies | |
| SITXWHS004 | 1. Establish and maintain a work health and safety system | |
| **ELECTIVE UNITS OF COMPETENCY – Group A** | | |
| SITTTSL002 | 1. Access and interpret product information | |
| SITTTSL005 | 1. Sell tourism products and services | |
| SITTTSL006 | 1. Prepare quotations | |
| SITTTSL008 | 1. Book supplier services and products | |
| SITTTSL009 | 1. Process travel-related documentation | |
| SITTTSL010 | 1. Use a computerised reservations or operations system | |

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| **ELECTIVE UNITS OF COMPETENCY – Additional required electives** | |
| SITXCOM002 | 1. Show social and cultural sensitivity |
| SITTTSL001 | 1. Operate an online information system |
| SITTPPD009 | 1. Develop environmentally sustainable tourism operations |
| SITTPPD006 | 1. Assess tourism opportunities for local communities |