

Diploma of Occupational Health & Safety (BSB51307)

This qualification reflects the role of individuals who coordinate and maintain the OHS program within an organisation. Individuals would possess a sound theoretical knowledge base and use a range of specialised, technical or managerial competencies to plan, carry out and evaluate their own work and the work of others with safety responsibilities.

Some job roles relevant to this qualification include OHS Managers, OHS Practitioner and Senior OHS Officer.

With flexible training delivery candidates must complete 5 OHS core units and 3 elective units. RPL and RCC are available.

The Diploma of Occupational Health & Safety modules include:

- BSBOHS501B Participate in the coordination and maintenance of a systematic approach to managing OHS
- BSBOHS502B Participate in the management of the OHS information and data systems
- BSBOHS503B Assist in the design and development of OHS participative arrangements
- BSBOHS504B Apply principles of OHS risk management
- BSBOHS505B Manage hazards in the work environment
- BSBOHS506B Monitor and facilitate the management of hazards associated with plant
- BSBOHS507B Facilitate in the application of principles of occupational health to control OHS risk
- BSBOHS508B Participate in the investigation of accidents

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Employability Skills

BSB51307: Diploma of Occupational Health and Safety

Communication

- consulting with internal and external stakeholders • determining appropriate format for occupational health and safety documentation • preparing statutory reports as required • questioning, clarifying and evaluating information

Teamwork

- defining performance measures and working collaboratively with team members • supporting managers and team members • utilising participative arrangements to develop processes

Problem Solving

- analysing data and evaluating the effectiveness of systems • calculating resource requirements and acquiring them • dealing with barriers to the successful implementation of occupational health and safety systems • developing, implementing and monitoring contingency management strategies • identifying hazards, assessing and controlling risk through appropriate control measures • solving complex and non-routine difficulties • using a variety of problem solving and decision making strategies

Initiative and Enterprise

- integrating occupational health and safety into other functional areas and management systems • responding to new and changing circumstances and implementing improvements to occupational health and safety management, information and data systems

Planning and Organising

- collecting, collating and analysing information using appropriate workplace business systems • developing systems that are flexible and responsive to changing circumstances • planning and managing resource acquisition and deployment within budgetary constraints

Self-management

- ensuring work practices are ethical and performed professionally at all times • managing own time and priorities and dealing with contingencies • taking responsibility as required by work role and ensuring all organisational policies and procedures are followed

Learning

- counselling staff as required on skill development requirements • monitoring and facilitating occupational health and training programs • providing learning and development opportunities

Technology

- using risk analysis tools and tools for occupational health and safety research • using software systems to create occupational health and safety documents, flowcharts, schedules and graphs • using technology to assist the management of information and to assist the planning process