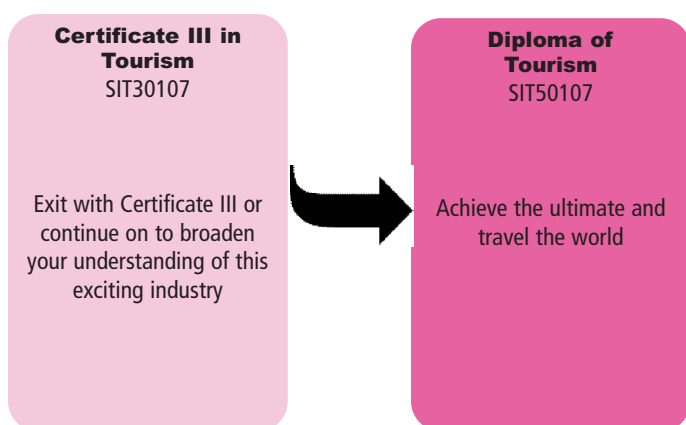


Tourism

Dreaming of a career in the exciting travel and tourism industry? Wish you could travel the world and get paid for it? Since 1985, SBTA has led the way in travel and tourism training. Choose one of our popular Tourism courses and learn all you need to know to succeed in this dynamic, fast-paced industry.



Our tourism courses have been developed according to the requirements of the Tourism, Hospitality and Events Training Package (SIT07) and offer a range of qualifications under the Australian Qualifications Framework.



Certificate III in Tourism (SIT30107)

This course is ideal for those seeking employment in a travel agency. You'll learn about domestic and international travel destinations, sales techniques, airfares and ticketing, the Galileo Computer Reservation System and more.
Duration: 1 academic year

Diploma of Tourism (SIT50107)

This course is designed for those aiming for a management position in the travel industry. In addition to practical skills such as airfares and ticketing and Galileo, you'll develop management skills in the areas of product development, human resources, finances, marketing and much more.
Duration: 2 academic years

Entry Requirements

Students must be at least 18 years of age at time of course commencement.

Overseas students must show evidence of upper intermediate English language skills (IELTS 5.5 or equivalent).

The Sydney Business and Travel Academy

a trading name of Lan-Grove Office Training Centre Pty Ltd
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Unit of competency	Code	Certificate III in Tourism	Diploma of Tourism
Use business technology	BSBCM205A	•	•
Perform office procedures	SITXADM001A	•	•
Work with colleagues and customers	SITXCOM001A	✓	✓
Work in a socially diverse environment	SITXCOM002A	✓	✓
Develop and update tourism industry knowledge	SITTIND001A	✓	✓
Provide visitor information	SITXCCS001A	✓	•
Follow health, safety and security procedures	SITXOHS001A	✓	•
Source and provide international destination information and advice	SITTTSL003A	•	•
Source and provide Australian destination information and advice	SITTTSL004A	•	•
Sell tourism products and services	SITTTSL005A	•	•
Book and coordinate supplier services	SITTTSL008A	•	•
Construct domestic airfares	SITTTSL012A	•	•
Control reservations or operations using a computer reservation system	SITTTSL010A	•	•
Construct normal international airfares	SITTTSL013A	•	•
Construct promotional international airfares	SITTTSL014A	•	•
Write business documents	SITXADM003A		✓
Produce business documents	BSBCM306A		•
Process travel-related documentation	SITTTSL009A		•
Research, assess and develop tourism products	SITTPPD001A		✓
Research tourism data	SITTPPD002A		✓
Implement and monitor workplace health, safety and security procedures	SITXOHS004A		✓
Monitor work operations	SITXMGT001A		•
Deal with conflict situations	SITXCOM003A		✓
Coach others in job skills	SITXHRM001A		•
Lead and manage people	SITXHRM005A		✓
Manage quality customer service	SITXCCS003A		✓
Interpret financial information	SITXFIN003A		✓
Manage finances within a budget	SITXFIN004A		✓
Prepare and monitor budgets	SITXFIN005A		✓
Develop and update legal knowledge required for business compliance	SITXGLC001A		✓
Establish and conduct business relationships	SITXMGT006A		✓
Coordinate marketing activities	SITXMPR004A		✓
Develop and manage marketing strategies	SITXMPR005A		✓

Core unit ✓

Elective unit •

Units of competency subject to change

The Sydney Business and Travel Academy has made every effort to ensure that the information in this brochure is accurate at the time of printing. Courses and other matter contained herein are subject to change without notice as programs are reviewed and updated regularly.

Over 20 years of excellence