

Occupation: Environmental Awareness Officer

Job Description: employees provide informative advice on environmental/sustainability issues. The position may be in a medium to large company advising on internal and external operational sustainability issues, or in a small company advising external clients. Employees blend change management with the implementation of sustainable work practices. Background work will include research and presenting of information.

Qualification: BSB40207 Certificate IV in Business

This qualification reflects the role of individuals who use well-developed skills and a broad knowledge base in a wide variety of contexts. They apply solutions to a defined range of unpredictable problems, and analyse and evaluate information from a variety of sources. They may provide leadership and guidance to others with some limited responsibility for the output of others.

The Business Services BSB07 Training Package guidelines, with the incorporation of an environmental elective have been applied to create this occupational profile:

10 Units Required	
Core Unit	
BSBOHS407A	Monitor a safe workplace
Elective Units Selected	
BSBEBU401A	Review and maintain a website
BSBIT401A	Maintain business technology
BSBITU401A	Design and develop complex text documents
BSBITU402A	Develop and use complex spreadsheets
BSBLE401A	Develop teams and individuals
BSBRE401A	Establish networks
BSBRES401A	Analyse and present research information
BSBR401A	Identify risk and apply risk management processes
BSBSUS301A	Implement and monitor environmentally sustainable work practices