



The College for
Adult Learning

Your Career in Quality Auditing and Compliance

COMPLETE CAREER, SALARY
& COURSE GUIDE



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Quality Auditing and Compliance

INTRODUCTION

Working in quality auditing or compliance is an excellent way to make a real impact on the safety of businesses and the wider community.

Applying technical know-how and working collaboratively with a team is part of what makes a career in quality auditing or compliance enjoyable and rewarding. The industry is currently experiencing strong growth, mainly due to the COVID-19 pandemic. As a result, skilled professionals are required in a range of interesting and diverse sectors across the country.

Australian Industry Snapshot:

Due to the impact of the COVID-19 pandemic, quality auditors and compliance professionals are in demand more than ever. Not just limited to the healthcare sector, many industries such as hospitality and higher education seek qualified employees to assist and manage compliance in their workplace.

The introduction of new technologies has allowed both businesses and compliance professionals to work together more collaboratively using reporting software and task management applications. Those seeking a career in auditing or compliance must be comfortable learning and adapting to new technologies as they become available.



Quality Auditing and Compliance

IN NUMBERS



\$92,576

COMPLIANCE MANAGER
AVERAGE SALARY

PAYSCALE



The internal auditing industry has an even gender split, with

54%

of female professionals currently working in the sector

JOB OUTLOOK



STARTING SALARIES ARE APPROXIMATELY
FOR QUALIFIED PROFESSIONALS
ENTERING THE FIELD

\$65,000

JOB OUTLOOK

Difference between Auditing and Compliance:

There is plenty of crossover between quality auditing and compliance. However, the two areas are very distinct, as explained below.

AUDITING

Working in auditing involves carrying out detailed checks and reviews of a company's day-to-day and overall workings, usually at specific periods. The nature of audits is very dependent on the industry. For example, an auditor in the financial sector will review a company's financial records to check for discrepancies. However, in the food safety industry, auditors may analyse the company's food handling procedures or cross-check employee qualifications.

AN EXAMPLE CAREER PATH FOR AN AUDITOR MAY LOOK LIKE



Salaries vary by industry, but Internal Auditors in their early career can expect to earn \$64,000, and Quality Managers can earn around \$91,000.

The best industry for auditing career growth is banking and finance, with strong job opportunities available in construction and higher education. The industry as a whole is tipped for steady growth in the coming years.

Difference between Auditing and Compliance:

COMPLIANCE

Those working in compliance are tasked with ensuring a business complies with government regulation or industry policy at all times. In short, the work of compliance professionals is to ensure nothing untoward is exposed in a future audit.

AN EXAMPLE PATHWAY FOR A CAREER IN COMPLIANCE COULD BE:



Salaries vary by industry, but Compliance Officers in their early career can expect to earn around \$62,000 and Compliance Managers, \$92,000.

Many industries are suited for a career in compliance such as aged care, hospitality, construction, higher education, and finance.

Due to the overlap in skills, there are good opportunities for long term career growth in both areas.

Sector Profiles: 7 places to get work now

One of the benefits of working in quality auditing and compliance is the wide variety of sectors to choose from, allowing you to tailor your career to areas that interest you.

AGED CARE



The aged care sector is a highly regulated industry where skilled quality auditors and compliance officers are in demand, mainly due to Australia's aging population. Professionals work to ensure a high level of care is maintained as well as identifying and managing risks.

RTO



Registered training organisations are education providers accredited by ASQA (Australian Skills Quality Authority). Universities, TAFE and VET programs can also be accredited. Quality auditing and compliance are essential in this sector due to the high standards required to provide approved educational services.

FINANCE



Quality auditing and compliance is a necessary element of the finance industry. Working in this sector assists businesses to ensure that their activities are compliant with legal and industry-specific guidelines.

NDIS



The National Disability Insurance Scheme is an Australian government scheme that helps fund the costs associated with assisting people with disabilities. Quality auditing and compliance ensure quality care and quality experiences at all levels of an NDIS provider.

Sector Profiles: 7 places to get work now

One of the benefits of working in quality auditing and compliance is the wide variety of sectors to choose from, allowing you to tailor your career to areas that interest you.

FOOD SAFETY



Food safety applies to the hospitality industry as well as other areas such as food manufacturing and retailing. Quality auditors and compliance officers work in this industry to oversee and implement food safety protocols and check adherence to industry-specific laws.

HOSPITALITY



Within the hospitality industry, many standards and policies must be implemented and maintained to provide safe spaces. While food safety is a vital part of this, officers also work on other areas of the industry, such as general work health and safety.

TAFE



A specific type of registered training organisation, TAFE (Technical and Further Education), is a sector in which quality auditing and compliance officers frequently work to ensure that the level of education offered is high quality and meets guidelines set by ASQA.

“

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”



Skills:

SOFT SKILLS

Soft skills refer to the type of personal skills that define your attributes and attitudes. These types of skills are highly transferable, making them relevant to a wide range of roles. The most valuable soft skills for the workplace include time management, organisation, communication, resilience, teamwork, problem-solving and self-motivation.

CORE SKILLS FOR QUALITY AUDITING AND COMPLIANCE

Several key skills are required to succeed in the quality auditing and compliance industries. Some of the most important are:

ATTENTION TO DETAIL:

Working in quality auditing or compliance requires a high level of attention to detail, particularly when dealing with serious issues such as safety. It also involves being able to comprehend often complex policies or legal documents.

LEADERSHIP:

Whether working in a management role or not, showing leadership and working as part of a team is core to success in these industries. Ways to demonstrate leadership include empowering staff members to report risks, training employees in basic risk management or leading a team of junior QA or compliance officers.

FLEXIBILITY:

Due to the nature of many roles within quality auditing and compliance, guidelines and laws can change frequently, and so too can the risks. Being flexible when dealing with change is necessary.

PROBLEM-SOLVING:

Coming up against problems is all in a day's work for people in quality auditing and compliance. Successful QA and compliance professionals can identify problems often before they arise and actively work at solving them too.

Skills Checklist

- Flexibility
- Attention to detail
- Problem Solving
- Teamwork
- Communication
- Time Management
- Strong work ethic
- Negotiation
- Stakeholder Management
- Big Picture Thinking
- Organisation
- Strong Interpretation Skills



Career Advancement Strategy:

Due to the size and growth of the field, employers are seeking candidates who are suitably qualified and can hit the ground running in a new role

Completing a Diploma in Quality Auditing or Diploma of Business (Compliance) sets you up for a rewarding career from your very first graduate role. The skills you learn give you a head start for the many career advancement opportunities on offer..



Due to the broad nature of these diplomas, working in various sectors is possible throughout your career. You can easily change from industry to industry as you move up the career ladder while you experience a range of opportunities tailored to your interests.

Professionals with an industry recognised diploma have the upper hand when seeking advancement opportunities further ahead in their career.

Diploma of Quality Auditing

BSB50920

CAL's Diploma of Quality Auditing is perfect for professionals who want to get qualified and be able to lead and manage successful quality audits. Our course has been designed to provide you with all the skills and tools necessary to manage, implement and deliver quality measurement procedures and end-to-end audits, while placing a focus on continuous improvement.

DESIGNED FOR

This qualification is designed for individuals looking to take their quality auditing career to the decision-making level, supporting them with the skills required to lead and manage business risk and compliance. You'll also gain key skills in managing budgets financial plans, and leading communication in the workplace.

LEARNING OUTCOMES

- Manage business risk and interpret compliance requirements
- Develop and lead quality audits and ongoing improvement plans
- Ensure compliance with ISO standards
- Manage project quality and facilitate continuous improvement

Only 2 additional units to upgrade to the Double Diploma

Combine with:
Diploma of Business (Compliance) (BSB50120)

Perfect for those wanting to gain essential quality auditing and business compliance skills to manage all aspects of a quality audit cycle.

2x

MID-LEVEL QUALIFICATION

UNITS



A total of 12 units to achieve your Diploma

DURATION



Generous 24-month self-paced enrolment period

Part-time: approx 14 -16 months
Full-time: approx 12 months

CAREER OPPORTUNITIES



- Quality Manager
- Risk Manager
- Internal Auditor

UPGRADE OPTIONS



Combine this Diploma with:

- Diploma of Business (Compliance) (BSB50120)

INDUSTRIES



- Food Manufacturing
- Hospitality
- Mining/Engineering
- Education
- NDIS
- Government
- + Many more

Diploma of Business (Compliance)

BSB50120

CAL's Diploma of Business (Compliance) is perfect for professionals who want to get qualified and be able to participate in and report on audits to ensure quality and compliance management standards are met. You'll gain the skills to manage business compliance and quality auditing assessments while supporting you with essential business skills such as policy development and business resource management.

DESIGNED FOR

This qualification is designed for individuals looking to take their compliance career to the decision-making level, supporting them with the skills required to lead and report on quality audits to ensure compliance is met and your business is producing the best output possible.

LEARNING OUTCOMES

- Manage business risk and interpret compliance requirements
- Participate and report on quality audits
- Manage budgets and financial plans
- Manage business resources and monitor business record systems

Only 2 additional units to upgrade to the Double Diploma

Combine with:
Diploma of Quality Auditing (BSB50920)

Perfect for those wanting to gain essential quality auditing and business compliance skills to manage all aspects of a quality audit cycle.

2x

MID-LEVEL QUALIFICATION

UNITS



A total of 12 units to achieve your Diploma

DURATION



Generous 24-month self-paced enrolment period

Part-time: approx 14-16 months
Full-time: approx 12 months

CAREER OPPORTUNITIES



- Compliance Manager
- Compliance Coordinator
- Compliance Officer

UPGRADE OPTIONS



Combine this Diploma with:

- Diploma of Quality Auditing (BSB50920)

INDUSTRIES



- Food Manufacturing
- Hospitality
- Mining/Engineering
- Education
- NDIS
- Government
- + Many more

FAQs

RECOGNITION

Where is this qualification recognised?

The College for Adult Learning is a Registered Training Organisation TOID 22228 and all of our Certificate IV and Diploma qualifications adhere to the Australian Qualification Framework (AQF). They are Nationally Recognised and internationally respected qualifications, issued on behalf of the Australian Government.

REQUIREMENTS

Are there any prerequisites for the course?

Our students are required to be 18 years or older at the time of registration and demonstrate the required level of competency in English language, literacy and numeracy skills. If English isn't your first language, you may be asked to sit an LLN test to ensure you are suitable to undertake the course.

What IT requirements do I need to complete the course?

You will need regular access to a laptop, desktop computer or another device with an adequate and reliable internet connection, at least the equivalent of Microsoft Office or Office for Mac, with word-processing capabilities and spreadsheets and a PDF reader installed, full permissions to install and access third-party software as required. You will also need regular access to a laptop, desktop computer or device with an adequate camera to undertake video calls for assessments as required.

SUPPORT

What support is provided?

All support is provided by CAL, you can book in coaching calls when you need them as well as send through support requests to be answered by our Learning Coaches and Student Success Advisors. You can even get quick answers from our Live Chat with Student Support.

I work full time, can I access my coach after hours?

Our coaches work late on selected nights of every week, so we are happy to book in after-hours calls. We have students across all timezones, so our Learning Coaches are conscious of accounting for time differences.

COURSE STRUCTURE

How is the course delivered?

The course is 100% online and self-paced, so you can study on your own terms. Make your way through the units with clear tutorials, supporting content downloads, as well as regular checkpoints to test and strengthen your learning along the way. You'll complete a combination of quizzes, written activities, and practical assessment tasks to demonstrate your skills.

What are the assessments?

There are no exams for the course. All assessments involve practical and job-ready applications based on your workplace or the case studies we provide. There are different assessment elements, including interactive simulation and role play activities. These activities are conducted with a Learning Coach and may need to be completed with others (e.g. coworkers, friends or family) in real-time through Zoom or in a pre-recorded video. Video assessments allow us to assess your interpersonal skills needed for management roles. This is an innovative method to engage with your learning by acting out crucial situations you would encounter in the workplace, in a safe environment with an industry expert. You'll be able to hone your new skills in real-time with your Learning Coach and get valuable feedback so you can confidently demonstrate your learning in the workplace.

How long does the course take?

Our courses are completely self-paced, meaning you can study around your lifestyle. No strict deadlines, no inflexible classes to work around, no pressure to work to someone else's schedule. Depending on the time you commit and your learning style, studying part-time you could see you complete the course in approximately 16 months. You'll have the freedom to study when it suits you with our generous 24-month enrolment period.

When can I start?

We have no restrictive intake periods, so you can start as soon as we've processed your course registration and official enrolment form. This is typically done in as little as two business days. We also have options to start your payment plan while delaying your course commencement date until you're ready to begin studying within three months.

Why CAL?

UNIQUE AND FLEXIBLE LEARNING

“ We’re committed to **igniting real change** by inspiring one student at a time and giving them the power to shape their world. ”

CAL was formed as a Registered Training Organisation (RTO) in 2009 by Helen Sabell and Rob Golding. They wanted to change the way we deliver adult education through dedication to outcomes-focused, practical training solutions with unparalleled support and flexibility.

They built the foundation for an RTO that is committed to making a difference and inspiring transformation through learning.

At CAL, we live by this in everything we do, from our unique flexible delivery to our bespoke content written in partnership with industry leaders, through to our hands-on and personalised approach to support.



In just four easy steps you'll be on your way to taking your career to new heights.



Now that you've enquired, the next step is to apply to enrol. You'll be put in contact with your own Professional Learning Consultant who will guide you through the registration and enrolment process and get you started in your exciting new course with CAL.

Take the first step in advancing your career and apply to enrol today.

Apply now, start tomorrow