

Business

Te Ara Pakihi

2027

STUDY GUIDE

- Accounting
- Applied Management
- Business Administration
- Business Transformation & Strategy
- Event Management
- Hotel & Tourism Management
- Human Resource Management
- Marketing & Sales
- Operations & Product Management
- Project Management
- Supply Chain Logistics Management

**GET
SET**



ara.ac.nz

KIA ORA

Choosing what comes next can feel exciting, daunting and full of pressure — but it's also full of possibility.

We believe education should open doors, build confidence and lead somewhere meaningful. That's why our learning is grounded in the real world: practical, hands-on and shaped by industry, so you graduate ready to step into work, further study or whatever future you're aiming for.

More than a qualification, study is about finding people who support you, discovering what you're capable of and building a life that feels right for you. With flexible study options, supportive tutors and a welcoming community, we give you the space to learn in a way that suits you and a place to achieve success, your way.



Disclaimer The information contained in this document is correct at the time of production (July 2026). Ara reserves the right to cancel or postpone any of the programmes, and shall not be liable for any claim other than the proportion of programme fees that the cancelled portion bears. Some programmes may be dependent upon formal approval from NZQA (New Zealand Qualifications Authority), TEC (Tertiary Education Commission) funding allocation, and the number of enrolments. Fees, programmes, entry and selection criteria, and dates, are subject to change. Please check the relevant programme pages at ara.ac.nz for up-to-date information and full entry requirements before applying to enrol. Information regarding English language requirements is available on each programme page at ara.ac.nz.

**SUCCESS ISN'T
ONE-SIZE-FITS-ALL.**

**AT ARA,
SUCCESS IS SHAPED
AROUND YOU.**

**YOUR GOALS,
YOUR PACE,
YOUR LIFE.**

**SUCCESS.
YOUR WAY.**



ACCOUNTING

Accounting is the work of recording, analysing and explaining financial information so organisations can make sound decisions. Accountants prepare and review financial statements, track costs and budgets, advise on tax and cash flow, and help manage risk and compliance. They also interpret data to spot trends, test whether plans are working and support ethical, sustainable business practices.

Accountants work in public practice, businesses, government and not-for-profits. In Aotearoa New Zealand, many roles align with professional standards set by Chartered Accountants Australia and New Zealand and CPA Australia.

Would this suit me?

This area may suit you if you like working with numbers and patterns, and enjoy solving real-world problems. Being methodical, accurate and dependable is important, along with the patience to check details. You'll also need to be a good communicator who can explain information clearly, work well with others and keep up with change.

Career Pathways

Entry Level

- Accounts assistant
- Accounts payable officer
- Accounts receivable officer
- Payroll administrator
- Junior auditor
- Tax assistant

Intermediate

- Financial accountant
- Management accountant
- Auditor
- Tax consultant
- Finance analyst
- Business analyst

Advanced

- Financial controller
- Audit manager
- Tax manager
- Finance manager
- Chief financial officer
- Business consultant

NB: Advanced roles may require experience and/or further study.

WHAT will I learn?

- Financial and management accounting principles
- Taxation in Aotearoa New Zealand
- Budgeting for planning and control
- Commercial law and business entities
- Accounting information systems and software
- Data analytics for business decisions
- Auditing and assurance fundamentals
- Applied research and professional project work

HOW will I learn?

- Interactive lectures and small-group tutorials
- Face-to-face delivery supported by online resources
- Case studies and scenario-based activities
- Projects using real business data
- Work-integrated learning, internship or simulation

Industry connections

You'll build work-readiness through work-integrated learning, including an internship or industry placement in a business workplace or a simulated setting. Applied projects and case studies reflect real accounting tasks

and current professional standards, while guest speakers and input from industry advisors help keep learning relevant and connected to what employers expect.

Study options

	LEVEL	LOCATION	DURATION	INTAKES	
New Zealand Diploma in Business (Accounting)	5	Christchurch, online	Full-time 1 year Part-time up to 5 years	February, July	
Bachelor of Accounting	7	Christchurch	Full-time 3 years Part-time up to 10 years	February, July	
Graduate Diploma in Applied Management	7	Christchurch	Full-time 1 year Part-time up to 5 years	February, July	Intake depends on specialisation

Refer to the Applied Business section for further graduate and postgraduate business qualifications.



Scan for more
information on
this subject



APPLIED MANAGEMENT

Applied management is about leading people and improving how an organisation performs. Managers plan work, allocate resources, monitor results and make decisions that balance time, cost, quality and risk. This can mean keeping day-to-day operations running smoothly while also shaping longer-term strategy, often in changing conditions.

Good managers communicate clearly, work ethically and consider sustainability. In Aotearoa New Zealand, management can also involve working respectfully across cultures and understanding the relevance of Te Tiriti o Waitangi in business practice. Management roles are found across business, public services and community organisations.

Would this suit me?

This area could suit you if you enjoy planning, problem solving and supporting others to do good work. It helps if you like setting goals, juggling priorities and taking a steady approach when things get busy. It's a good fit if you want to turn ideas into action.

Career Pathways

Entry Level

- Team leader
- Assistant manager
- Operations coordinator
- Project coordinator
- Customer service supervisor

Intermediate

- Operations manager
- Office manager
- Project manager
- People and culture advisor
- Service delivery manager

Advanced

- General manager
- Programme manager
- Strategic planning manager
- Operations director
- Management consultant
- Business owner

NB: Advanced roles may require experience and/or further study.

WHAT will I learn?

- Business environments and organisations
- Change, innovation and improvement
- Core business functions and operations
- Leadership, influence and teamwork
- Ethics, sustainability and social responsibility
- Working in Aotearoa New Zealand contexts
- Research methods and evidence-based decisions
- Digital tools for modern business practice

HOW will I learn?

- Face-to-face, online or blended study
- Collaborative activities and group work
- Discussion, peer feedback and reflection
- Applied projects based on real scenarios
- Workplace-based project with a host organisation
- Guidance from workplace and academic supervisors

Industry connections

Our applied management teaching stays grounded in real workplace expectations through industry-informed projects, current practice examples and input from people working in the field. Guest speakers and applied

briefs help you understand how organisations make decisions, manage change and lead teams. These connections strengthen your professional confidence, networks and work-readiness.

Study options

	LEVEL	LOCATION	DURATION	INTAKES	
Bachelor of Applied Management	7	Christchurch	Full-time 3 years Part-time up to 10 years	February, July	
Graduate Diploma in Applied Management	7	Christchurch	Full-time 1 year Part-time up to 5 years	February, July	Intake depends on specialisation
Postgraduate Certificate in Applied Management	8	Christchurch	Full-time 6 months Part-time up to 2 years	February, April, July, October	
Postgraduate Diploma in Applied Management	8	Christchurch	Full-time 1 year Part-time up to 4 years	February, April, July, October	
Master of Applied Management	9	Christchurch	Full-time 18 months-2 years Part-time up to 6 years	February, April, July, October	

Starter options

New Zealand Certificate in Study and Employment Pathways (Open pathway)*	LEVEL	LOCATION	DURATION	INTAKES
	4	Christchurch	Full-time 19 weeks Part-time available	February, July

**If you don't meet the academic requirements for the degree, you can gain them via this starter course. Please note: completing the starter course doesn't guarantee entry to the higher-level qualification as other criteria may apply.*



Scan for more information on this subject



BUSINESS ADMINISTRATION

Business administration keeps organisations running day to day. People in these roles organise information, coordinate systems and support teams so their work flows smoothly. Typical tasks include preparing documents, managing records, scheduling, supporting meetings, handling enquiries and using digital tools to track work and finances.

Business administrators also keep customer service standards consistent and support ethical, culturally aware practice in the workplace. Administration skills are useful in almost any industry as well as in community organisations and small businesses.

Would this suit me?

This area suits people who like being organised, working with others and keeping things on track. It helps to be good at multitasking, managing details and moving between different tasks during the day. If you enjoy practical work, clear communication and supporting a team, business administration could be a good fit.

Career Pathways

Entry Level

- Administration assistant
- Receptionist
- Customer service assistant
- Data entry clerk
- Office support assistant

Intermediate

- Office administrator
- Team administrator
- Accounts support clerk
- Payroll administrator
- Project administrator

Advanced

- Office manager
- Practice manager
- Operations coordinator
- Business support manager
- Administration team leader
- Executive assistant

NB: Advanced roles may require experience and/or further study.

WHAT will I learn?

- Business applications and everyday digital tools
- Business documents and specialist formatting
- Data processing and accurate information handling
- Financial calculations and basic reporting
- Administrative systems and process improvement
- Customer service and stakeholder communication

HOW will I learn?

- Case studies and scenario-based activities
- Practical tasks in a simulated office
- Projects and portfolio-based assessment
- Workplace-connected projects and guest speakers

Industry connections

Business at Ara is closely connected to industry, to ensure that what you learn reflects current workplace expectations. Course activities are grounded in real business practices, from administration and customer service to digital tools, communication, records management and office coordination.

You'll work with industry-standard systems and software, and undertake real-world scenarios that build practical skills. Guest speakers and work-integrated learning opportunities are included where possible, helping you make clear links between study and employment.

Study options

	LEVEL	LOCATION	DURATION	INTAKES	
New Zealand Certificate in Business (Administration and Technology)	3	Christchurch	Full-time 17 weeks Part-time up to 4 years	February, July	
New Zealand Certificate in Business (Administration and Technology)	4	Christchurch	Full-time 17 weeks Part-time up to 4 years	July	
New Zealand Diploma in Business (Administration and Technology)	5	Christchurch, online	Full-time 1 year Part-time up to 5 years	February, July	



Scan for more
information on
this subject



BUSINESS TRANSFORMATION & STRATEGY

Business transformation and strategy focuses on helping organisations improve how they work and adapt when things change. Professionals in this space look at what is happening inside and outside a business, then shape practical plans to lift performance, manage risk and stay competitive.

They lead change projects, support leaders and teams through transitions, and help turn strategy into action. They analyse data, map processes, review customer or staff experiences, and work with stakeholders to embed new ways of working in fast-moving environments.

Would this suit me?

This area could suit you if you like seeing the big picture and working out how to make things better. You may enjoy problem solving, working with different people and explaining ideas clearly. It helps to be organised, adaptable and comfortable balancing planning with action when priorities shift.

Career Pathways

Entry Level

- Change support coordinator
- Project coordinator
- Business support officer
- Junior business analyst
- Process improvement assistant

Intermediate

- Change analyst
- Project manager
- Strategy analyst
- Organisational development advisor
- Continuous improvement specialist

Advanced

- Transformation manager
- Digital transformation lead
- Organisational development lead
- Strategic planning manager
- Head of strategy

NB: Advanced roles may require experience and/or further study.

WHAT will I learn?

- Change management frameworks
- Strategic management frameworks
- Organisational behaviour and workplace dynamics
- Project management approaches and tools
- Leadership principles and influence skills
- Evidence-based decision making
- Applied research and inquiry methods
- Ethical, sustainable and culturally responsive practice

HOW will I learn?

- Active learning and facilitated discussions
- Case studies and simulated business scenarios
- Group-based tasks and applied projects
- Work placement and workplace reflection
- Industry project with academic and industry supervision

Industry connections

You'll build industry insight through work-integrated learning, including a work placement and an industry-focused project. You'll work with a host organisation on real business challenges, supported by industry

supervision and an academic supervisor. Industry input helps keep learning current and practical, strengthening your confidence, professional communication and readiness for change and strategy roles.

Study options

	LEVEL	LOCATION	DURATION	INTAKES
New Zealand Diploma in Business	5	Christchurch	Full-time 1 year Part-time up to 5 years	February, July
Bachelor of Applied Management (Business Transformation and Strategy)	7	Christchurch	Full-time 3 years Part-time up to 10 years	February, July
Graduate Diploma in Business (Business Transformation and Strategy)	7	Christchurch	Full-time 1 year Part-time up to 4 years	February

Refer to the Applied Business section for further graduate and postgraduate business qualifications.

Starter options

	LEVEL	LOCATION	DURATION	INTAKES
New Zealand Certificate in Study and Employment Pathways (Open pathway)*	4	Christchurch	Full-time 19 weeks Part-time available	February, July

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Scan for more information on this subject.



EVENT MANAGEMENT

Event management is the planning and delivery of experiences that bring people together, from conferences and fundraisers to festivals, concerts and community events. Event professionals shape the purpose and run-sheet, then coordinate venues, suppliers, budgets, marketing and on-the-day operations.

They manage stakeholders, assess and reduce risk, and adjust quickly when plans change. Many work across business, arts, tourism and community organisations, balancing creativity with strong organisation and clear communication.

Would this suit me?

This area could suit you if you're a good organiser and enjoy bringing people together. You need to be able to work to deadlines, keep track of details and stay calm under pressure. It also helps to be friendly, reliable and comfortable working with a mix of people, from clients to volunteers and suppliers.

Career Pathways

Entry Level

- Event assistant
- Events administrator
- Venue support staff
- Registration coordinator
- Promotions assistant
- Sponsorship assistant

Intermediate

- Event coordinator
- Event planner
- Sponsorship coordinator
- Marketing and events coordinator
- Venue coordinator
- Community events organiser

Advanced

- Event manager
- Festival manager
- Conference producer
- Venue manager
- Events marketing manager
- Strategic events consultant

WHAT will I learn?

- Event logistics
- Event planning and management
- Site design and layout
- Onsite event activities
- Stakeholder engagement and communication
- Marketing and sponsorship fundamentals
- Risk mitigation and safety planning
- Contemporary issues in events
- Event project design and delivery
- Event evaluation and reporting

HOW will I learn?

- Interactive workshops and seminars
- Case studies and industry examples
- Team-based planning and delivery projects
- Work placement in an organisation
- Industry project with a host organisation
- Orientation day with major Christchurch events venue

Industry connections

You'll learn alongside people working in the events sector through guest input, real-world briefs and work-integrated learning. Placements and industry projects let you apply what you've learned in a host organisation,

supported by an Ara academic supervisor and industry placement coordination. This helps you build networks, strengthen professional practice and graduate ready for event roles.

Study options

	LEVEL	LOCATION	DURATION	INTAKES	
New Zealand Diploma in Business	5	Christchurch	Full-time 1 year Part-time up to 5 years	February, July	
Bachelor of Applied Management (Event Management)	7	Christchurch	Full-time 3 years Part-time up to 10 years	February, July	
Graduate Diploma in Business (Event Management)	7	Christchurch	Full-time 1 year Part-time up to 4 years	February	

Refer to the Applied Business section for further graduate and postgraduate business qualifications.

Starter options

	LEVEL	LOCATION	DURATION	INTAKES
New Zealand Certificate in Study and Employment Pathways (Open pathway)*	4	Christchurch	Full-time 19 weeks Part-time available	February, July

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Scan for more information on this subject.



HOTEL & TOURISM MANAGEMENT

Hotel and tourism management is about leading teams and running experiences that meet or exceed guest and visitor expectations. Professionals manage day-to-day operations in hotels, resorts and tourism businesses, while keeping service standards, budgets and staffing on track. The work can include rooms and facilities oversight, customer experience, event and

function coordination, sales and marketing support, and responding to issues quickly and professionally. In Aotearoa New Zealand, it involves sharing local stories and showing genuine manaakitanga (care for others) across everything from adventure tourism to arts, food and wine, and cultural events.

Would this suit me?

This area could suit you if you like working with people and want a career that blends service with leadership. It helps to be organised, practical and good at juggling priorities. If you enjoy planning, solving problems on the go and bringing a calm, positive approach to busy days, you'll fit right in.

Career Pathways

Entry Level

- Guest services agent
- Reservations coordinator
- Tourism customer service representative
- Events assistant
- Visitor information adviser

Intermediate

- Duty manager
- Front office supervisor
- Reservations manager
- Tour operations supervisor
- Conference and events coordinator

Advanced

- Hotel operations manager
- Hotel general manager
- Tourism operations manager
- Destination manager
- Tourism policy advisor

NB: Advanced roles may require experience and/or further study.

WHAT will I learn?

- Hotel and tourism operations
- Rooms division and front office management
- Facilities and service systems management
- Customer engagement and experience design
- Tourism principles, transport and visitor flows
- Tourism policy, planning and destination thinking
- Strategic management and decision-making
- Contemporary issues across the sector
- Simulated management exercises using HOTS (Hotel Operations Tactics and Strategy)

HOW will I learn?

- Interactive classes and applied workshops
- Case studies and industry scenarios
- Team-based projects and presentations
- Workplace-based projects in real organisations
- Work placement with workplace and academic supervision
- Blended learning using online tools and resources

Industry connections

You'll build industry insight through workplace-based learning and applied projects in real organisations. Work placements are supported by workplace supervisors and Ara staff, helping you connect study

to day-to-day practice. Industry input also helps keep learning current and focused on what employers value, including professional communication, teamwork and work-ready capability.

Study options

	LEVEL	LOCATION	DURATION	INTAKES
New Zealand Diploma in Business	5	Christchurch	Full-time 1 year Part-time up to 5 years	February, July
New Zealand Diploma in Hospitality Management	5	Christchurch	Full-time 1 year	February, July
Bachelor of Applied Management (Hotel and Tourism Management)	7	Christchurch	Full-time 3 years Part-time up to 10 years	February, July
Graduate Diploma in Business (Hotel and Tourism Management)	7	Christchurch	Full-time 1 year Part-time up to 4 years	February

Refer to the Applied Business section for further graduate and postgraduate business qualifications.

Starter options

	LEVEL	LOCATION	DURATION	INTAKES
New Zealand Certificate in Study and Employment Pathways (Open pathway)*	4	Christchurch	Full-time 19 weeks Part-time available	February, July

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Scan for more information on this subject



HUMAN RESOURCE MANAGEMENT

Human resource management involves helping organisations get the best from their people. HR professionals recruit and onboard employees and contractors, build capability through training, support managers with performance conversations and help shape fair pay and conditions. They manage workplace policies, resolve issues early and guide healthy employment relationships.

Modern HR is increasingly strategic, using data, technology and good judgement to improve employee experience, wellbeing and organisational performance. In Aotearoa New Zealand, cultural awareness including Te Tiriti o Waitangi principles supports respectful practice.

Would this suit me?

This area suits people who like working with others and want to help create fair, healthy workplaces. It's also a good fit for practical problem solvers who can stay balanced when issues arise, and who like variety, teamwork and seeing people succeed. You need to be able to listen well, communicate clearly and handle sensitive information with care.

Career Pathways

Entry Level

- HR administrator
- HR coordinator
- Recruitment consultant
- Junior HR adviser
- HR assistant

Intermediate

- HR adviser
- Talent acquisition specialist
- Learning and development adviser
- Employee relations adviser
- HR analyst

Advanced

- HR business partner
- HR manager
- HR director
- Chief HR officer
- People analytics specialist
- Employee experience manager

NB: Advanced roles may require experience and/or further study.

WHAT will I learn?

- Effective recruitment and selection practices
- Onboarding and employee development plans
- Performance management conversations and coaching
- Pay, rewards and basic payroll
- Employee relations and conflict resolution
- Ethical decision making and confidentiality in HR
- People analytics, reporting and trends
- Wellbeing, inclusion and employee experience

HOW will I learn?

- Scenario-based workshops and role plays
- Case studies and HR simulations
- Group projects and applied problem solving
- Industry projects based on real issues
- Internships and work-integrated learning
- Reflective practice and self-awareness activities

Industry connections

At Ara you'll build work readiness through internships and work-integrated learning, guest speakers and industry-informed assessments based on current trends and issues. Applied projects and case scenarios ask you to solve real workplace people challenges,

including a research project based on an organisation's real problem. These connections help you practise professional judgement, communication and ethical decision making before you step into HR roles.

Study options

	LEVEL	LOCATION	DURATION	INTAKES
New Zealand Diploma in Business	5	Christchurch	Full-time 1 year Part-time up to 5 years	February, July
Bachelor of Applied Management (Human Resource Management)	7	Christchurch	Full-time 3 years Part-time up to 10 years	February, July
Graduate Diploma in Business (Human Resource Management)	7	Christchurch	Full-time 1 year Part-time up to four years	February

Refer to the Applied Business section for further graduate and postgraduate business qualifications.

Starter options

	LEVEL	LOCATION	DURATION	INTAKES
New Zealand Certificate in Study and Employment Pathways (Open pathway)*	4	Christchurch	Full-time 19 weeks Part-time available	February, July

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Scan for more information on this subject.



MARKETING & SALES

Marketing is at the forefront of business, from understanding consumers, strategic thinking and problem solving to producing the right product at the right time in the right place at the right price.

Sales roles focus on finding opportunities, building relationships, negotiating and closing deals, while feeding market insights back into the business. Ethical practice and smart use of data are important.

Would this suit me?

This area could suit you if you like a challenge, are curious and you want to work in a dynamic field. You might enjoy spotting what makes people choose one option over another, writing or presenting ideas and working with others to get things done. It helps if you're organised, comfortable with feedback and motivated by goals and results.

Career Pathways

Entry Level

- Marketing assistant
- Sales support coordinator
- Customer service representative
- Social media assistant
- Market research assistant
- Event marketing assistant

Intermediate

- Marketing coordinator
- Sales representative
- Account manager
- Digital marketing specialist
- Market analyst
- Business development coordinator

Advanced

- Marketing manager
- Sales manager
- Brand manager
- Business development manager
- Marketing strategist
- Key account manager

NB: Advanced roles may require experience and/or further study.

WHAT will I learn?

- Customer and market research insights
- Data analysis and reporting for decisions
- Marketing planning and campaign control
- Services marketing and customer retention
- Strategic marketing and business growth
- Contemporary marketing and sales practice
- Digital tools, channels and content
- Ethical, culturally responsive marketing
- Consumer behaviour
- E-commerce
- Ethics

HOW will I learn?

- Real-world case studies and scenarios
- Hands-on projects
- Collaborative workshops and group work
- Presentations and communication tasks
- Work-integrated learning through placement and projects

Industry connections

You'll learn current industry practice through industry input and applied projects. Work-integrated learning* includes a supported work placement and an industry project, so you can apply your skills to real organisations

and real deadlines. You'll also build networks, get feedback on your work and grow your confidence before you graduate.

*Dependent on programme/level

Study options

	LEVEL	LOCATION	DURATION	INTAKES
New Zealand Diploma in Business	5	Christchurch, online	Full-time 1 year Part-time up to 5 years	February, July
Bachelor of Applied Management (Marketing and Sales)	7	Christchurch	Full-time 3 years Part-time up to 10 years	February, July
Graduate Diploma in Business (Marketing and Sales)	7	Christchurch	Full-time 1 year Part-time up to 4 years	February

Refer to the Applied Business section for further graduate and postgraduate business qualifications.

Starter options

	LEVEL	LOCATION	DURATION	INTAKES
New Zealand Certificate in Study and Employment Pathways (Open pathway)*	4	Christchurch	Full-time 19 weeks Part-time available	February, July

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Please note: completing the starter course doesn't guarantee entry to the higher-level qualification as other criteria may apply.



Scan for more information on this subject.



OPERATIONS & PRODUCT MANAGEMENT

Operations and product management is about how organisations design, make or deliver products and services so they meet customer needs, on time and to a high standard. Professionals in this space plan workflows, manage resources, track performance and improve how work gets done. They balance cost,

quality, speed and sustainability, working closely with teams like marketing, finance and suppliers. This field is particularly important in manufacturing and in services such as healthcare, education and hospitality. The goal is simple: create better outcomes for customers and the organisation.

Would this suit me?

This area could suit you if you like solving practical problems and improving how things work. You might enjoy working with data, spotting patterns and making clear recommendations. It helps to be organised, comfortable juggling priorities and keen to work with different people. If you care about quality, customer value and real-world results, you'll fit in well.

Career Pathways

Entry Level

- Warehouse assistant
- Supply chain assistant
- Logistics coordinator
- Quality assistant
- Junior product analyst

Intermediate

- Operations supervisor
- Process improvement specialist
- Quality coordinator
- Supply chain planner
- Product coordinator
- Logistics manager

Advanced

- Operations manager
- Product manager
- Senior quality engineer
- Continuous improvement lead
- Supply chain manager
- Operations consultant

WHAT will I learn?

- Product lifecycle management
- Process design and improvement
- Quality management and assurance
- Capacity and resource planning
- Performance measurement and reporting
- Supply chain and logistics fundamentals
- Sustainability and responsible operations
- Data and analytics for decision making

HOW will I learn?

- Problem-based projects using real scenarios
- Industry case studies and applied assessments
- Collaborative, team-based learning activities
- Work-integrated learning and applied projects
- Guest speakers and professional networking
- Using industry data, reports and research tools

Industry connections

Industry input and guest speakers help keep learning current and practical. You'll build industry understanding through work-integrated learning and applied projects that reflect real operational challenges. You'll also have opportunities to network and engage

with professionals, strengthening your confidence in workplace expectations and improving your readiness to step into operations, production or product-focused roles.

Study options

	LEVEL	LOCATION	DURATION	INTAKES
New Zealand Diploma in Business	5	Christchurch	Full-time 1 year Part-time up to 5 years	February, July
Bachelor of Applied Management (Operations and Product Management)	7	Christchurch	Full-time 3 years Part-time up to 10 years	February, July
Graduate Diploma in Business (Operations and Product Management)	7	Christchurch	Full-time 1 year Part-time up to four years	July

Refer to the Applied Business section for further graduate and postgraduate business qualifications.

Starter options

	LEVEL	LOCATION	DURATION	INTAKES
New Zealand Certificate in Study and Employment Pathways (Open pathway)*	4	Christchurch	Full-time 19 weeks Part-time available	February, July

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Scan for more information on this subject



PROJECT MANAGEMENT

Project management is the discipline of organising people, time, resources and decisions to deliver a one-off outcome. Project managers turn a goal into a clear plan, coordinate work across different teams and keep everyone aligned as things change. They balance scope, budget, time, quality and risk, while building strong

relationships with stakeholders. The work is as much about communication and influence as it is about tools and schedules. Good project management focuses on value, learning and continuous improvement, not just finishing tasks.

Would this suit me?

This area suits people who like bringing order to busy situations and helping teams get things done. It helps to be organised, inquisitive and calm under pressure. You'll need to be adept at problem solving, working with different people and adapting when plans change. A reflective, people-focused working style is a real strength.

Career Pathways

Entry Level

- Project administrator
- Project coordinator
- Project support officer
- PMO assistant
- Operations coordinator

Intermediate

- Project manager
- Implementation manager
- Change manager
- Delivery lead
- PMO analyst
- Business improvement manager

Advanced

- Programme manager
- Portfolio manager
- PMO lead
- Transformation manager
- Benefits realisation lead
- Enterprise delivery lead

NB: Advanced roles may require experience and/or further study.

WHAT will I learn?

- Project life cycles and priorities
- Scope statements and work breakdown structures
- Scheduling, milestones and performance monitoring
- Cost estimates and value delivery
- Risk planning and decisions under uncertainty
- Stakeholder engagement and communication strategies
- Team leadership and conflict resolution
- Reflection, lessons learned and improvement

HOW will I learn?

- Team-based projects with shared accountability
- Live delivery with real participants or audiences
- Workshops using planning software and digital tools including AI
- Collaborative online platforms for reporting and tracking
- Presentations, dashboards and professional documentation
- Work-integrated learning projects, including placements

Industry connections

Learning in this area stays close to workplace practice through work-integrated learning and industry projects, including placements and applied project briefs. Industry input helps keep learning aligned with current tools and expectations. Guest

speakers bring real examples of delivery, change and stakeholder management. Connections with the Project Management Institute of New Zealand (PMINZ) support professional awareness and networks.

Study options

	LEVEL	LOCATION	DURATION	INTAKES
New Zealand Diploma in Business	5	Christchurch	Full-time 1 year Part-time up to 5 years	February, July
Bachelor of Applied Management (Project Management)	7	Christchurch	Full-time 3 years Part-time up to five years	February, July
Graduate Diploma in Business (Project Management)	7	Christchurch	Full-time 1 year Part-time up to four years	February

Refer to the Applied Business section for further graduate and postgraduate business qualifications.

Starter options

	LEVEL	LOCATION	DURATION	INTAKES
New Zealand Certificate in Study and Employment Pathways (Open pathway)*	4	Christchurch	Full-time 19 weeks Part-time available	February, July

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Scan for more information on this subject.



SUPPLY CHAIN LOGISTICS MANAGEMENT

Supply chain logistics management is about getting the right products to the right place, at the right time, in the best way possible, end-to-end. Professionals in this space plan, coordinate and monitor the flow of goods and information across suppliers, transport providers, warehouses, production sites and customers.

They manage purchasing and sourcing, stock levels and storage, and delivery schedules, using data to forecast demand and improve performance. The work balances cost, service and risk, with growing focus on sustainability and resilient supply chains.

Would this suit me?

This area could suit you if you like organising, planning and keeping things on track. You might enjoy solving practical problems, working with numbers and using information to make sound decisions. It helps to be a clear communicator who can work with different people, meet deadlines and adapt when priorities shift.

Career Pathways

Entry Level

- Procurement assistant
- Inventory assistant
- Dispatch coordinator
- Warehouse operations assistant

Intermediate

- Logistics coordinator
- Transport planner
- Warehouse supervisor
- Supply chain analyst
- Procurement officer

Advanced

- Supply chain manager
- Logistics manager
- Procurement manager
- Operations manager
- Supply chain consultant
- Risk and resilience manager

WHAT will I learn?

- Inventory management and stock control
- Demand planning and forecasting
- Procurement and sourcing fundamentals
- Logistics and transport coordination
- Warehouse operations and distribution
- Supply chain network design
- Sustainability in supply chains

HOW will I learn?

- Guest lectures from industry practitioners
- Problem-based activities using real scenarios
- Using digital tools and e-resources
- Teamwork, presentations and reporting
- Work-integrated learning and industry projects

Industry connections

You'll learn from people working in supply chain and logistics through guest lectures and industry input. Work-integrated learning projects let you tackle real operational challenges, from improving stock flow

to planning deliveries. Where available, industry placements and employer feedback help you test your skills in real settings and build confidence using tools and approaches common across the sector.

Study options

	LEVEL	LOCATION	DURATION	INTAKES
New Zealand Diploma in Business	5	Christchurch	Full-time 1 year Part-time up to 5 years	February, July
Bachelor of Applied Management (Supply Chain Logistics Management)	7	Christchurch	Full-time 3 years Part-time up to 10 years	February, July
Graduate Diploma in Business (Supply Chain Logistics Management)	7	Christchurch	Full-time 1 year Part-time up to 4 years	July

Refer to the Applied Business section for further graduate and postgraduate business qualifications.

Starter options

	LEVEL	LOCATION	DURATION	INTAKES
New Zealand Certificate in Study and Employment Pathways (Open pathway)*	4	Christchurch	Full-time 19 weeks Part-time available	February, July

*If you don't meet the academic requirements for the degree, you can gain them via this starter course. Please note: completing the starter course doesn't guarantee entry to the higher-level qualification as other criteria may apply.



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