



Duration: 11 weeks
Wednesdays 6.30pm-9.30pm
Start date*: June/Aug 2023
Study mode: online or on-campus
Fees** : online - € 850
on-campus - € 1,100

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Event Management Diploma



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Event Management Diploma

This Diploma course introduces you to a broad event management landscape, with essential learnings from event concept to delivery.

Gain an events management skillset and learn how to organise events of all sizes.

This course will Teach you:

- the fundamental skills to thrive in an in-demand industry
- Open doors to a multitude of employment opportunities within various industry sectors
- Introduce you to a broad event management landscape, with essential learnings from event concept to delivery
- Develop your industry knowledge through a career-focused experience delivered by experienced industry professionals
- Take you through the event planning process and the different event types, styles and formats.

What will I experience?

You will learn how to undertake standard, day-to-day, duties of a payroll administrator. You will develop your understanding of how to make economically viable decisions to maintain a company's financial health.

What will I learn?

- Tracking and recording employee work hours and annual leave
- Calculating pay, taxes and social insurance
- Incorporating variables, like overtime, sick-pay, holidays and expenses
- Processing and paying salaries and wages — by cash, cheque or EFT
- Issuing payslips to employees
- Addressing problems and answering queries
- Issuing P45s, P60s and other related tasks



enquiry@ibat.ie
+353 1 8075 055
ibat.ie