

Level 5 National Certificate: Generic Management

PIVOT is a learning programme that facilitates managers obtaining a nationally recognised qualification as quickly and effectively as possible.

PIVOT also opens funding and BBBEE opportunities for the employer making it a mutually beneficial process.

PIVOT offers workplace engagement sessions and unlimited telephonic support to ensure that learning outcomes and workplace results are realised.

Managers will develop practical skills and build a portfolio of evidence relating these skills to their specific work environment.

Title: National Certificate: Generic Management

(PIVOT Level 5)

Qualification ID: SAQA 59201 (LP 60269)

NQF Level: 5

NQF Credits: 164

Duration

- One year
- 15 contact training days
- Evidence collection 42 weeks

Dates: Request registration form

Fee: Depending on learner numbers

Venue: Refer to registration form

Learner, Manager & Mentor Orientation

Phase 1: 2 Days Training
Leadership, Change and Workplace Relationships

Phase 2: 2 Days Training
Planning and Problem-solving

Phase 3: 3 Days Training
Finance for Non-Financial Managers

Phase 4: 2 Days Training
Ethics, Diversity and Creating a Performance Culture

Phase 5: 2 Days Training
Creating a Learning Organisation

Phase 6: 2 Days Training
Interpersonal Skills

Phase 7: 2 Days Training
Building High Performance Teams

OUTCOMES

- Promote innovation
- Leadership theories
- Managing change
- Effective workplace relations
- Project planning
- Operational planning
- Effective decision making
- Managing risk
- Basic mathematical and financial analysis
- Managing the finances of a unit
- Managing diversity ethics and culture
- Creating an effective culture
- Promote a learning culture
- Recruitment and selection
- Talent management
- Knowledge management
- Effective communication
- Conflict management
- Emotional intelligence
- Building effective teams
- Performance management
- Coaching
- Formulating best practice

DRIVEN BY DYNA'S ADVANCED BLENDED LEARNING METHODOLOGY

Learner entry requirements:

Learners should have a minimum entry level of Grade 12/Matric or relevant work experience or NQF Level 4 or complete a pre-training assessment to determine entry level.

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