

# SHORT COURSES

Duration: 36 Hours per module/5 Full days

MODULE / SHORT COURSE	NQF	SHORT LEARNING PROGRAMME THAT MODULE IS PART OF
<b>FINANCIAL MANAGEMENT AND ACCOUNTING</b> Cost and Pricing analysis	NQF 5	Logistics Purchasing Management Programme
<b>OPERATIONS MANAGEMENT</b> Introduction to Operations Management Production Management Techniques World Class Manufacturing Demand Management and the JIT System Material Requirements Planning Quality Management	NQF 5 NQF 5 NQF 5 NQF 6 NQF 6 NQF 6	Fundamental Business Management Supply Chain Management Supply Chain Management Specialist Operations Management Specialist Operations Management Specialist Operations Management
<b>LOGISTICS MANAGEMENT AND SUPPLY CHAIN MANAGEMENT</b> Freight Care Management Management of Goods in Storage Planning Freight Logistics Purchasing Management Quality Assurance Quality Management, Planning and Control Relationship Management Strategic Procurement Strategic Supply Chain Management Inbound Logistics & Outbound Logistics Integrated Resource Planning Managing Freight Locations and Control	NQF 5 NQF 5 NQF 5 NQF 5 NQF 5 NQF 5 NQF 5 NQF 5 NQF 5 NQF 6 NQF 6 NQF 6	Certificate Logistics Management Certificate Logistics Management Certificate Logistics Management Logistics/Purchasing Management Logistics/Purchasing Management Certificate Logistics Management Logistics/Purchasing Management Supply Chain Management Supply Chain Management Specialist Operations Management Logistics Management Logistics Management
<b>PROJECT MANAGEMENT</b> Project Control Project Initiation and Development Project Management Project Planning Project Tools and Techniques	NQF 6 NQF 6 NQF 6 NQF 6 NQF 6	Specialist Project Management Specialist Project Management Logistics Management Specialist Project Management Specialist Project Management
<b>SUPERVISORY DEVELOPMENT MANAGEMENT (DURATION OF EACH PHASE- 6 DAYS)</b> Productivity Quality Communications  First Line Management Planning Organising  People Management Motivation Coaching and Delegating Negotiation Assertiveness	<b>SDP PHASE 1</b> NQF 5   <b>SDP PHASE 2</b> NQF 5  <b>SDP PHASE 3</b> NQF 5 (any 6 of)	Numeracy and Finance Problem Solving and Decision Making Systems Theory  Leading Controlling Understanding Business Culture  Change and Diversity Innovation and Creative Thinking Entrepreneurship Costing Systems Public Service Delivery Public Finance
<b>HUMAN RESOURCE MANAGEMENT</b> Strategic Human Resource Management		
<b>SERVICE DELIVERY MANAGEMENT</b> Customer Service and Customer Relationship Management		