



TRAINING

UNLEASHING YOUR POTENTIAL



Meriting Youth Development and
Imsimbi Training proudly presents
National Certificate : Project Mangement
SAQA ID 58395 NQF L5 worth 120 Credits.

Meriting Youth Development and Imsimbi Training
Are offering free training for the above course to unemployed youth



30 bursaries are available.

Please submit applications to paulinah@meriting.org.za or philisile@meriting.org.za

Submit your CV, ID and Highest Qualification

Course date: 10th August– 1st October 2021

Venue: Braamfontein

Normal cost of course: R28,500.00

Purpose of the Training

Most organisations are directing their efforts at growing market-share through formally structured and controlled initiatives. These initiatives are generally recognised as being projects.

Managing a project, as a value driver for your organisation, requires disciplines that can be acquired through formal training.

We, at Meriting Youth Development, provide a course that will take you through the classical approaches and phases that are internationally recognised as being crucial for successful project delivery. This certificate course will enable you to face complex project challenges with confidence, prepare you to deal with common challenges and find creative solutions – all within recognised and accepted processes.

This course will be suitable for anyone wishing to advance their project management skills. Project management is a highly marketable skill in our growing economy – we need more skilled and competent project managers. This level 5 qualification will give you a highly marketable qualification when advancing in your career.



Purpose of the Training

A Project Manager is responsible for the successful delivery of the project's objects and aims. Moreover, it is his or her job to make sure that project goals and objectives are achieved on time, within budget and with the required quality.

Project Managers generally have the following duties and tasks:

- The drawing up of a detailed project plan
- Assembling a competent project team and obtaining resources that will be needed
- Motivating project team members
- Managing risk in relation to the project
- Delegating tasks efficiently, and following up on progress
- Communicating with all relevant stakeholders and providing regular progress reports
- Negotiating and contracting with external suppliers and service providers
- Evaluating the project once it has been completed

Qualifying learners working on a project will have the necessary knowledge, skills and attitudes to function more effectively in a professional manner, add value to their job and enhance their ability to follow and implement policies and procedures. On achieving the competencies included in this qualification, the learners may advance their careers in Project Management, Project Support Services or General Management within an organisation, across all sectors. It is against this background that the programme has been clustered into the five MODULES. The break-down of the skills programmes is highlighted below:



Learning Objectives

Subject/Module	Unit std	US Title	Level	Credit	Credits per module
MODULE 1: MANAGE PROJECT SCOPE AND TIME	243814	Establish a project or project phase and its processes for a simple to moderately complex project	5	14	33
	243811	Determine the work required to accomplish the objectives and organise the scope of a simple to moderately complex project	5	7	
	243820	Develop an optimised work and resource schedule for a simple to moderately complex project	5	12	
MODULE 2: MANAGE PROJECT COMMUNICATIONS	115789	Sustain oral interaction across a wide range of contexts and critically evaluate spoken texts	5	5	15
	115790	Write and present for a wide range of purposes, audiences and contexts	5	5	
	115823	Gather and manage information for decisionmaking	5	5	
MODULE 3: MANAGE PROJECT FINANCES	243813	Develop a project cost management plan for a simple to moderately complex project	5	5	25
	119350	Apply accounting principles and procedures in the preparation of reports and decision making	5	15	
	119342	Apply knowledge of ethical principles, standards and professional conduct in public sector management and administration	5	5	
MODULE 4: MANAGE APPLICATION OF PROJECT INTEGRATIVE PROCESSES	9015	Manage stakeholder relations on a project	5	12	30
		Develop an integrated Project Management plan for a simple to moderately complex project	5	8	
	12417	Manage risks on a simple to moderately complex project	5	6	
	7468	Empower team members through recognising strengths, encouraging participation in decision making and	5	4	



Subject/Module	Unit Std	US Title	Level	Credit	Credits per module
MODULE 5: MONITOR ,CONTROL EXECUTION AND PROJECT CLOSURE MANAGEMENT	243812	Monitor and control the execution of the project management plan for a simple to moderately complex project	5	12	20
	243819	Coordinate the closure of a simple to moderately complex project	5	8	
	7790	Process incoming and outgoing telephone calls	3	3	
	13928	Monitor and control reception area	3	4	
	14552	Contract service providers	4	3	

