

CATALOGUE



**African Helix
Training**

In Pursuit of Excellence and Beyond.....

QUALIFICATIONS *2021*





African Helix Training

+27 64 811 5344

+27 10 447 8956

alvin@africanhelix.com

www.africanhelix.com

In Pursuit Of Excellence & Beyond...



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Who We Are

African Helix is a Training, Development and Consulting firm, possessing a wide skills base and always has its finger on the pulse of current industry trends. Based in Johannesburg we work across the country, specializing in Training and Human Capital Development for both management and technical skills. African Helix has extensive experience in the strategy and development of modules and learning materials. We have a pool of expert designers that we utilise to develop tailor-made learning programmes and modules for a wide spectrum of clients. We work hand in hand with our clients to deliver carefully researched, applicable modules intended to increase the excellence of training presented to clients and staff. All materials are professionally designed and are participative.

Why Choose Us

- Our course material is fully customisable.
- You are free to print as many copies as you need
- You can add your logo and tagline

What We Offer

Our packages contain:

- **Learner Guide** – this contains the course notes for the learner to read.
- **Facilitator Guide** – This guide provides guidelines to the facilitator. It includes the lesson plan and model answers to assessment questions.
- **Formative Assessment** – This guide includes all the activities that learners must do in class. It has a combination of theory and practical questions.
- **Summative Assessment** – This guide includes all activities the learner must complete after the training.
- **POE Guide** – this a booklet where learners will write their personal information for assessment.
- **Assessor guide** – This a guide that provides guidelines to the assessor and contains model answers to Formative and Summative Assessments.
- **Moderator guide** – This guide contains all guidelines for moderation
- **Alignment strategy** – This guide shows how the material is aligned to SAQA and NQF guidelines





Frequently Asked Questions

1. *I want to do accreditation or extend my scope with the SETA so do you assist me in the accreditation process?*

Unfortunately, our scope of assistance is limited to the provision of training material only. We do not assist with accreditation. Should you need assistance we can refer you to another company that does.

2. *Is your material approved or accredited already?*

No, the material is not approved or accredited but it is ready for submission to SETA.

3. *If SETA identifies issues in the training material, do you assist in fixing the issues?*

Definitely. We assist you should SETA evaluators identify any gaps in the training material. All you need to do is submit a copy of the original SETA evaluation report then we will fix any issues identified. As assurance, this condition is included in our SLA that you receive upon purchasing the material.

4. *What is the process if I want to buy off the shelf training material?*

- i. You identify the Unit Standard(s) or Qualification(s) that you need.
- ii. We send you a quotation based on the selection.
- iii. If you are happy with the quotation we will email you an invoice with our banking details.
- iv. Once the amount as shown on the invoice is paid in full, you send us a proof of payment
- v. Once we receive the POP, we will immediately send you the material. We have realised that most of our clients prefer to download the material via our Google Drive or Drop Box Link.

5. *What is the process if I want you to develop training material for me?*

- i. You identify the Unit Standard(s) or Qualification(s) that you need.
- ii. We send you a quotation based on the selection.
- iii. If you are happy with the quotation we will email you an invoice with our banking details.
- iv. We require you to pay half of the invoice amount as commitment fee in order to start the development process.
- v. Once your material is done we will inform you so that you can pay the balance.





vi. Once a Proof of payment has been received, we will send the training material to you.

6. How do I receive the training material after purchasing?

You receive the training material via any of the following;

- Dropbox
- Google Drive
- Email
- Or we can send a disc to your physical address

7. How long does it take to develop a single unit standard?

Development takes on average 3 working days and delivery will be on the 4th day.

8. Is it possible for me to see a sample of the unit standard that I want to buy?

Unfortunately, due of the intellectual nature of the material this is not possible. But I can give you a sample of our training material so that you can see how it was developed and aligned to SETA and SAQA guidelines.

9. I need a number of unit standards and qualifications from your company can you come and see me at my office?

Unfortunately we do not do office visits but thanks to technology, we can easily schedule an online meeting through Zoom or MS Teams so we can address any of your concerns and come to an agreement.

If you have any other questions or points of clarity, please don't hesitate to contact **Alvin** on **+27 64 811 5344** or **alvin@africanhelix.com**





AgrisetA



Qualification ID	Title	NQF Level	Min Credits
59099	National Certificate: Agricultural Equipment Service and Repair	2	128
48976	National Certificate: Animal Production	2	120
49048	National Certificate: Animal Production	3	120
66589	National Certificate: Horticulture	2	120
66649	National Certificate: Landscaping	3	120
48977	National Certificate: Mixed Farming Systems	2	120
48975	National Certificate: Plant Production	2	120
49052	National Certificate: Plant Production	3	120
49580	General Education and Training Certificate - Poultry Production	1	134
14893	National Certificate: Specialist Agricultural Machinery Technician	5	245
20287	National Certificate: Farming	1	120
49582	National Certificate: Poultry Production	2	133
49578	National Certificate: Poultry Production	3	138
48970	National Certificate: Animal Production	1	120
14851	National Certificate: Agri Trade Processes	2	125
66429	National Certificate: Landscape Irrigation	2	120
73109	National Certificate: Landscape Irrigation	3	120
48971	National Certificate: Mixed Farming Systems	1	120
48972	National Certificate: Plant Production	1	120
49009	National Certificate: Plant Production	4	142
48903	National Certificate: Tea Production and Processing	2	120
49668	General Education and Training Certificate - Horticulture	1	131



**SERVICES
SETA**





Qualification ID	Title	NQF Level	Min Credits
49648	National Certificate: New Venture Creation (SMME)	2	138
66249	Further Education and Training Certificate: New Venture Creation	4	149
58308	National Certificate: Informal Small Business Practice	3	120
50080	Further Education and Training Certificate: Project Management	4	136
59201	National Certificate: Generic Management	5	162
57712	Further Education and Training Certificate: Generic Management	4	150
61595	Further Education and Training Certificate: Business Administration Services	4	140
93993	National Certificate: Labour Relations Practice	5	121
80646	Further Education and Training Certificate: Beauty and Nail Technology	4	156
23775	National Certificate: Funeral Services Practice	4	121
67465	National Certificate: Business Administration Services	3	120
23833	National Certificate: Business Administration Services	2	130
21787	National Certificate: Funeral Services Practice	3	122







Qualification ID	Title	NQF Level	Min Credits
61591	National Certificate: Information Technology: End User Computing	3	130
78964	Further Education and Training Certificate: Information Technology: Technical Support	4	163
78965	Further Education and Training Certificate: Information Technology: Systems Development	4	165
50479	Further Education and Training Certificate: Advertising	4	148
59057	Further Education and Training Certificate: Telecommunication Network	4	132
48872	National Certificate: Information Technology (Systems Development)	5	132
48573	National Certificate: Information Technology: Systems Support	5	147
59569	National Certificate: Electronics	3	120
63769	National Certificate: Business Analysis Support Practice	5	138
63909	National Certificate: Business Analysis	6	149
83446	National Certificate: Electronics	5	135
65876	Telecommunication Systems	5	120
71853	Further Education and Training Certificate: Information Technology: End User Computing	4	132
73298	Further Education and Training Certificate: Photography	4	128
73390	Further Education and Training Certificate: Graphic Web Design and Multimedia	4	136
73429	Further Education and Training Certificate: Computer Programming	4	136
80306	Further Education and Training Certificate: Electronics	4	122





CE A

Construction Education and Training Authority



Qualification ID	Title	NQF Level	Min Credits
65409	National Certificate: Building and Civil Construction	3	140
49411	General Education and Training Certificate: Construction	1	120
49410	National Certificate: Construction	2	120
58782	Further Education and Training Certificate: Plumbing	4	160
49053	National Certificate: Supervision of Construction Processes	4	176
24273	National Certificate: Community House Building	2	124
20813	National Certificate: Construction Contracting	2	190
24133	National Certificate: Construction: Road works	2	120
24173	National Certificate: Construction: Roadworks	3	155
73313	National Certificate: Electrical Engineering	2	140
65789	National Certificate: Construction Plant Operations	2	120
77063	National Certificate: Construction Health and Safety	3	133
24196	National Certificate: Construction Material Manufacturing	3	120
23674	Supervision of Civil Engineering Construction Processes: Road Works	2	261
22977	National Certificate: Construction: Roadworks	1	120
65858	National Certificate: Hot Water System Installation	2	122
48733	National Diploma: Architectural Technology	6	240
48734	National Certificate: Architectural Technology	5	120
58780	Further Education and Training Certificate: Quantity Surveying	4	145
65709	National Certificate: Construction: Steelwork	3	120
49016	National Certificate: Construction: Concreting	3	152
48940	National Certificate: Construction: Plant Operations	2	133
23675	National Certificate: Management of Building Construction Processes	5	204
23683	National Diploma: Management of Civil Engineering Construction Processes	5	271







Qualification ID	Title	NQF Level	Min Credits
36436	National Certificate: Local Economic Development	4	163
50081	Further Education and Training Certificate: Leadership Development	4	160
48965	Further Education and Training Certificate: Municipal Finance and Administration	6	166
50372	Further Education and Training Certificate: Municipal Finance and Administration	4	157
50309	Further Education and Training Certificate: Environmental Practice	4	140
49752	National Certificate: Environmental Practice	3	122
49605	National Certificate: Environmental Practice	2	128
60274	National Certificate: Generic Management: Disaster Risk Management	5	162
49552	General Education and Training Certificate: Environmental Practice	1	122
49554	National Diploma: Public Finance Management and Administration	5	260
50205	National Certificate: Municipal Integrated Development Planning	5	160
58578	National Certificate: Local Government Councilor Practices	3	122
58644	National Certificate: Local Government Support Services	3	127
36438	National Certificate: Local Economic Development	5	142
36437	National Certificate: Local Economic Development	6	144
64390	National Certificate: Emergency Services Supervision: Fire and Rescue Operations	5	130
66789	National Certificate: Environmental Management	5	134
57823	National Certificate: Ward Committee Governance	2	120
67467	National Certificate: Municipal Governance	5	140







Qualification ID	Title	NQF Level	Min Credits
14110	National Certificate: Accommodation Services	2	120
14111	National Certificate: Professional Cookery	4	145
14113	National Certificate: Food and Beverage Services	4	133
57694	National Certificate: Food and Beverage Packaging Operations	3	120
67697	Further Education and Training Certificate: Sport Administration	4	148
73295	Certificate: Food Preparation and Cooking	3	120
65831	Further Education and Training Certificate: Accommodation Operations and Services	4	120
48809	Further Education and Training Certificate: Craft Enterprise	4	161
73293	Further Education and Training Certificate: Food and Beverage Service	4	148
61597	National Certificate: General Travel	5	147
63669	Further Education and Training Certificate: Fitness	4	160
14115	National Certificate: Fast Food Services	3	143
64469	Further Education and Training Certificate: Hospitality Reception	4	130
49119	National Certificate: Craft Operational Management	5	145
71549	Further Education and Training Certificate: Tourist Guiding	4	134
59098	Further Education and Training Certificate: Gaming Supervision	4	140
67461	Further Education and Training Certificate: Event Support	4	149
63269	National Certificate: Gaming Operations	3	130







Qualification ID	Title	NQF Level	Min Credits
48495	General Education and Training Certificate: Water Services	1	126
61549	National Certificate: Power Plant Auxiliary Systems Operations ID	3	120
61569	Further Education and Training Certificate: Power Plant Operations	4	130
23678	National Certificate: Fossil Power Plant Operation	4	183
61570	National Diploma: Power Plant Process Control Operations	5	241
58951	National Certificate: Water and Wastewater Treatment Process Operations	2	136
73313	National Certificate: Electrical Engineering	2	140
72052	Further Education and Training Certificate: Electrical Engineering	4	130
61709	Further Education and Training Certificate: Water and Wastewater Treatment Process Control Supervision	4	166
60169	National Certificate: Water and Wastewater Reticulation Services	2	124
60155	National Certificate: Water and Wastewater Reticulation Services	3	124
60189	Further Education and Training Certificate: Wastewater and Water Reticulation Services	4	135
49056	National Certificate: Domestic Appliance Repair	3	131
74530	National Certificate: Measurement, Control and Instrumentation	2	133





Occupational Qualifications



Qualification ID	Title	NQF Level	Min Credits
91782	Occupational Certificate: Plumber	4	360
93627	Occupational Certificate: Bricklayer	4	361
99714	Occupational Certificate: Safety, Health and Quality Practitioner (Occupational Health and Safety Practitioner)	4	256
94100	Occupational Certificate: Welder	4	373
91761	Occupational Certificate: Electrician	4	360
94597	Occupational Certificate: Health Promotion Officer	3	163
101869	Occupational Certificate: Project Manager Level	5	240
97542	Occupational Certificate: Early Childhood Development Practitioner	4	131
101321	Occupational Certificate: Training and development Practitioner	5	190
102497	Occupational Certificate: Hairdresser	4	417
98890	Occupational Social Auxiliary Worker Level	05	129
93626	Occupational Certificate Boilermaker	4	395
94022	Occupational Certificate: Carpenter	4	360
101697	Occupational Certificate: Chef	5	558
94597	Occupational Certificate: Health Promotion Officer	3	163
97154	Occupational Certificate: Occupational Trainer	4	124
102161	Occupational Certificate: Office Administrator	5	445
96364	Occupational Certificate: Panel Beater	4	583
99255	Occupational Certificate: Pipe Fitter	4	581





Qualification ID	Title	NQF Level	Min Credits
91994	Occupational Certificate: Public Office Administrator	5	52
99669	Occupational Certificate: Sales Assistant	3	54
99708	Occupational Certificate: Service Station Attendant	2	28
99703	Occupational Certificate: Store Person	2	122
98890	Occupational Certificate: Social Auxiliary Worker	5	129
99111	Occupational Certificate: Supply Chain Practitioner	5	142
97639	Occupational Certificate: Traffic Officer	6	406
101321	Occupational Certificate: Training and Development Practitioner	5	190
97592	Occupational Certificate: Diesel Mechanic	4	540
94020	Occupational Certificate: Fitter and Turner	4	548
98991	Occupational Certificate: Firefighter	4	149
98892	Occupational Certificate: Landscape Gardener (Landscaping Supervisor)	3	96
99027	Occupational Certificate: Poultry Farmer	2	226

