



Labour Relations in a Workplace

NQF Level 5



3 Day Period



Classroom or
Blended Learning



merSETA
MANUFACTURING, ENGINEERING
AND RELATED SERVICES SETA

The Qualification Certificates are issued by MerSETA



Construction

Developing Businesses, People and
Communities through **High-Impact Solutions**



About this Skills Programme

SAQA Qualification ID:

SP 0125/07-17

Minimum Credits:

16

NQF Level:

5

Duration:

This Qualification is run over 3 days

Type of course

A credit bearing merSETA registered skills programme offered on a full-time basis over 3 days.

Purpose of the course

The course is intended for people who are, or seek to be a human resources manager or employment relations practitioner, managers of small businesses and junior managers of business units in larger organisations.

Course outline

The structure of the course focuses on the skills and knowledge required to manage human resources in the workplace.

Entry requirements

It is assumed that people starting to learn towards this course are able to:

- Communication Skills at NQF Level 3
- Apply principles of policy and procedure implementation
- Demonstrate an understanding of an organisation and its functions
- Apply consultation skills
- Have mathematical and Financial Literacy at Level 3

Course Programme

Unit Standard	Title	NQF Level	Credits
11286	Institute disciplinary action	5	8
13952	Demonstrate basic understanding of the Primary labour legislation that impacts on a business unit	4	8

Upon successful completion of the course, the learner will be proficient in the following areas:

- Identifying and categorising transgressions, implementing appropriate procedures and representing an employee at a disciplinary hearing.
- Identifying legislation that regulates employment issues.
- Understanding of the main aspects of the Labour Relations Act (LRA) as amended, that relate to the management of a business unit.
- Explaining the requirements of the LRA in respect of interviews.
- Understanding the main aspects applicable to labour legislation.

Assessment method

To monitor progress and effectiveness of learning, continuous assessments (formative) are carried out by way of written tests and practical assignments, throughout the training.

ACCREDITATION AND B-BBEE



CBM Training holds full institutional accreditation status with the Services SETA – accreditation number 0057.



CBM Training has a B-BBEE Level 2 certificate. We have been evaluated and audited by the BEE Verification Agency.

GET IN TOUCH



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