

ACCREDITED FULL TIME & SHORT COURSES

| Course Name | Duration | SAQA | Credits | NQF Level |
|---|-----------|------------------------|---------|-----------|
| Services Seta | | | | |
| Further Education & Training Certificate: New Venture Creation | 12 months | 66249 | 149 | 4 |
| Cathsseta | | | | |
| National Certificate: Fast Food Services | 12 months | 14115 | 140 | 3 |
| National Certificate: Accommodation Services | 12 months | 14110 | 120 | 2 |
| National Certificate: Professional Cookery | 12 months | 14111 | 147 | 4 |
| National Certificate: Food & Beverage Services | 12 months | 14113 | 135 | 4 |
| Further Education & Training Certificate: Hospitality Reception | 12 months | 64469 | 241 | 4 |
| National Diploma: Accommodation Services | 18 months | 14123 | 241 | 5 |
| W&R Seta | | | | |
| National Certificate: Informal Small Business Practice | 12 months | 58308 | 120 | 3 |
| Food Bev Seta | | | | |
| National Certificate: Bread & Flour Confectionery Baking | 12 months | 50308 | 140 | 3 |
| National Certificate: Fresh Meat Processing | 12 months | 59386 | 120 | 3 |
| Accredited Short Courses | | | | |
| Course Name | Duration | SAQA | Credits | NQF Level |
| Assistant Chef | 6 months | HSP/AssChf/2/0022 | 51 | 2 |
| Cook - Convenience Foods | 19 days | HSP/CKConf/2/0019 | 14 | 2 |
| Cook - Fast Foods | 30 days | HSP/CKFstF/2/0020 | 21 | 2 |
| Customer Service Level 4 | 35 days | CUST/ServProgr/4/0095 | 21 | 2 |
| Customer Service Level 5 | 30 days | CUST/ServProgr/5/0095 | 21 | 5 |
| Events Assistant | 36 days | EVM/EVSUPASSGEN/4/0006 | 25 | 4 |
| Shopkeeper Operations | 40 days | 27/5221shopops | 28 | 3 |
| Drink Service Assistant | 25 days | HSP/DSrvA/2/0024 | 17 | 2 |
| Kitchen Cleaner | 25 days | HSP/KchCln/2/0021 | 17 | 2 |
| Table Attendant | 25 days | HSP/TblAtt/2/0025 | 17 | 2 |

Quotes are available on request and a minimum of 10 people is required to form a group. Kindly contact our offices for updates on courses that have been recently developed or accredited or if you would like to request for a course to be designed.

ACCREDITED UNIT STANDARDS & NON-ACCREDITED SHORT COURSES

| Course Name | Duration | SAQA ID | Credits | NQF Level |
|--|----------|--|--------------------------|-----------|
| Short Courses | | | | |
| Conduct audits & optimise product & process quality within a quality management system withing a food processing environment | ? days | 09SP000417020165/0 | 38 | 5 |
| Good Storage & Distribution Practices in Food Environment | ? days | 09SP00062200037/0 | 37 | 3 |
| Personal Hygiene & Food Safety Practices | ? days | 09SP00062300022/0 | 22 | 2 |
| Good Manufacturing Practices | ? days | 09SP0002450502001/0 | 20 | 1 |
| Bread & Flour Confectionary Baking SP | ? days | 09SP000447040333/1 | 33 | 3 |
| Produce a range of bread & sweet dough products in a craft bakery environment | ? days | 09SP000242030372/1 | 37 | 2 |
| W&R Seta | | | | |
| Managing Expenditure against Budget | 9 days | 242810 | 6 | 4 |
| Non-Accredited Short Courses | | | | |
| Course Name | Duration | Course Name | Duration | |
| Waitron Training | 10 days | Banqueting Training | 2 days | |
| Service Eminence | 3 days | Telephone Skills | 1 day | |
| Personal Grooming | 3 days | Basic Safety & Hygiene | 1 day | |
| Scullery Operational Skills | 2 days | Stock Control | 1 day | |
| Providing Take-away & Counter Service in a Fast Food Environment | 5 days | Bed and Breakfast & Guesthouse Basics | 8 days | |
| Basic Housekeeping | 3 days | Front Office Reception | 3 days | |
| Executive Housekeeper | 3 days | Reporting Skills | 3 days | |
| Managing Daily Revenue Targets | 3 days | Procurement | 3 days | |
| Basic Warehouse Procedures | 1 day | Training, Development & Coaching | 1 day | |
| Inducting a new staff member | 1 day | Criteria to cover in Staff Briefing | 3 days | |
| Supervisory Development Programme (SDP) | 10 days | Certificate Course in Labour Law | 1 week | |
| Financial Management for Non-Financial Managers | 2 days | Employment Equity & Skills Development | 3 seminars of 1 day each | |
| Management Development Programme (MDP) | 10 days | Hygiene in Food Preparation Areas | 1 day | |
| Accepting, Storing & Handling of Food | 1 day | Handling of Food Items in the Fridge | 2 days | |

Contact: info@ttbisa.co.za
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