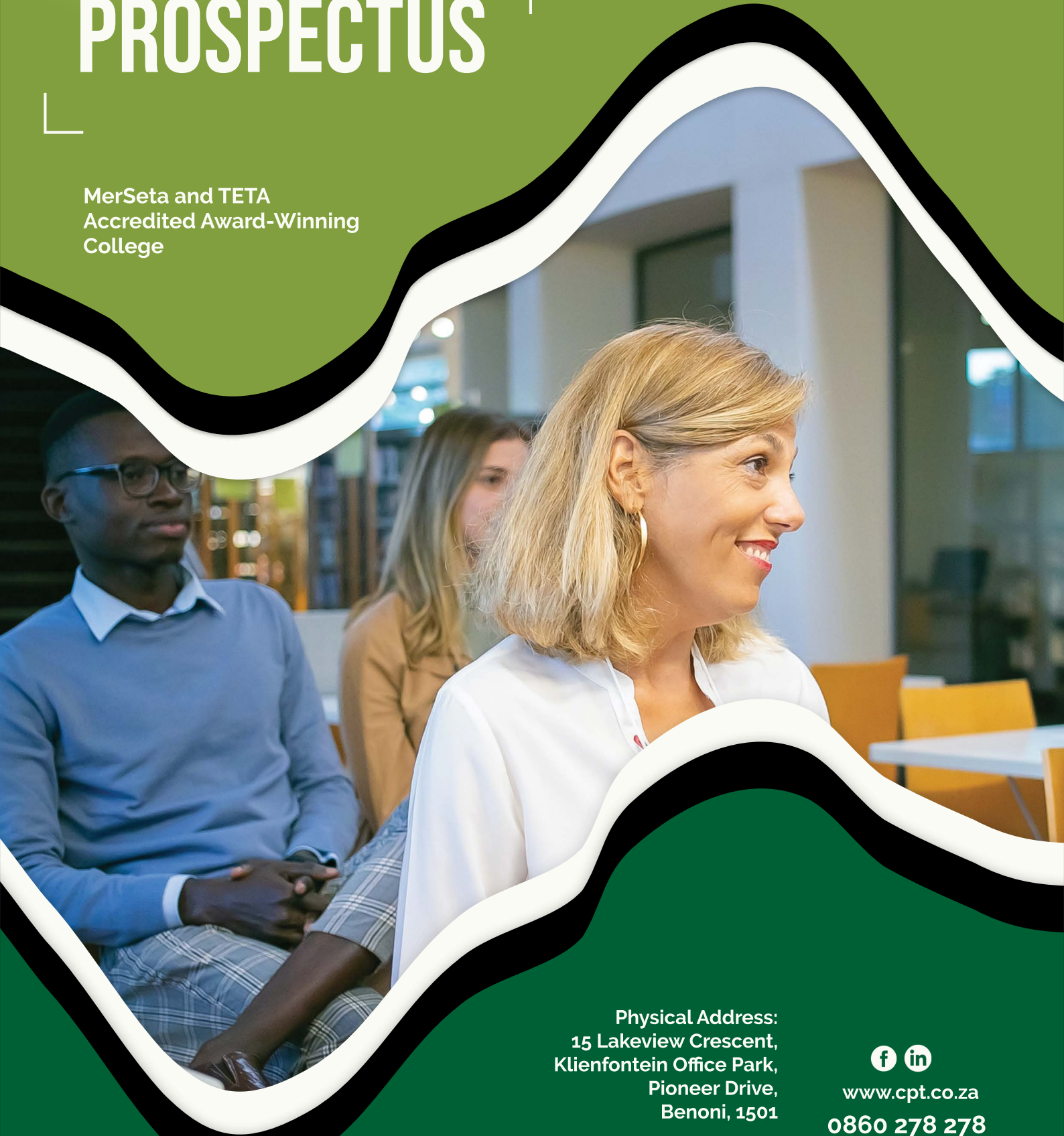




College of Production Technology

PROSPECTUS

MerSeta and TETA
Accredited Award-Winning
College



Physical Address:
15 Lakeview Crescent,
Klienfontein Office Park,
Pioneer Drive,
Benoni, 1501



www.cpt.co.za
0860 278 278



WE CAN MAKE YOUR BUSINESS BETTER THAN OTHERS

About Us

At the College of Production Technology, we believe in nurturing talent and creating the next generation of production professionals. Our comprehensive learnerships are designed to provide your employees with a solid foundation in production techniques, industry best practices, and practical skills that are essential in the workplace.

Why work with us?

- ✓ Our learnerships provide hands-on training and experience in using production technologies, ensuring workers stay relevant in the sector.
- ✓ Our learnerships offer a structured approach to training and skills development, enabling learners to acquire the specific knowledge and practical skills required by the industry.
- ✓ Our learnerships introduce learners to best practices, promote cultural diversity, and develop skills needed for global competitiveness.



Learnerships

Learnerships are dynamic and transformative educational programmes designed to bridge the gap between classroom knowledge and real-world experience.



Workplace Skills Plan

A well-crafted WSP is more than just a document; it's a strategic roadmap. It identifies the skills gaps within an organization, pinpoints areas of improvement, and outlines a tailored strategy to address them.



BBBEE POINTS

BBBEE points are a reflection of an organization's dedication to fostering economic empowerment, promoting diversity, and uplifting historically disadvantaged individuals and communities.



Skills Programmes

Skills programs are the modern, dynamic keys to unlocking true potential. These tailored learning experiences offer a focused, efficient way to acquire essential competencies in this field.



0860 278 278



info@cpt.co.za



15 Lakeview Crescent, Klienfontein Office Park,
Pioneer Drive, Benoni, 1501



OUR ACCREDITATIONS AND AWARDS

MerSETA (17-QA/ACC/0030/06)

BBBEE COMPLIANT

A MEMBER OF THE NATIONAL SMALL BUSINESS CHAMBER

TETA (TETA 08-175)

BEST TRAINING PROVIDER (OVERALL) 2015 (SABPP)

AWARD: NATIONAL SMALL BUSINESS CHAMPION 2015

FOUR TIME ACHIEVER AWARD WINNER (SABPP)

A photograph of a graduation ceremony with many graduates in black gowns and caps, throwing their caps into the air. The image is partially covered by a green geometric shape on the right side.

PRODUCTION AND MANUFACTURING LEARNERSHIPS

- National Certificate (GETC): Manufacturing, Engineering and Related Activities (NQF1)
- National Certificate: Metal and Engineering Manufacturing Processes (NQF2)
- National Certificate: Metal and Engineering Manufacturing Processes (NQF3)
- FETC: Metal and Engineering Manufacturing Processes (NQF4)
- National Certificate: Production Technology (NQF2)
- National Certificate: Production Technology (NQF3)
- FETC: Production Technology (NQF4)
- National Certificate: Metals Production (Engineering & Manufacturing) (NQF2)
- National Certificate: Metals Production (Engineering & Manufacturing) (NQF3)
- FETC: Metals Production (Engineering & Manufacturing) (NQF4)
- FETC: Generic Management (Planning & Scheduling Techniques) (NQF4)
- FETC: Generic Management (Manufacturing Control) (NQF4)
- National Certificate: Generic Management (Generic Manufacturing) (NQF5)



AUTOMOTIVE LEARNERSHIP

FETC: Automotive Sales and Support Services NQF4

The Future of Automotive Industry demands a unique blend of technical expertise and exceptional customer service. The FETC Automotive Sales and Support Services Learnership is a passport to becoming a driving force in this dynamic and rewarding field.

Whether your staff are new to the automotive scene or you are seeking to elevate their existing career opportunities, the FETC Automotive Sales and Support Services Learnership is an accelerator to success. Don't miss the chance to be at the forefront of automotive sales innovation while providing exceptional customer experiences.

A woman and a man wearing white hard hats and high-visibility yellow safety vests over dark blue work shirts are standing in a warehouse. The woman, on the left, is looking towards the man on the right. They appear to be in a discussion. In the background, other workers in similar attire are visible, working in the warehouse environment. The image is partially covered by a green geometric overlay at the bottom.

SUPERVISION LEARNERSHIP

FETC: Manufacturing and Assembly Operations Supervision NQF4

A person acquiring these qualifications will be able to lead a team of people, schedule resources; monitor quality control practices within a specialised manufacturing or other engineering related industry.

Introducing a Transformative Opportunity: Equip your supervisors with the requisite skills to become a competent and assured leader.

Our cutting-edge Supervision Learnership - the ultimate solution to cultivate a skilled, motivated, and high-performing workplace leader.

A photograph of an XPO Logistics warehouse and a red truck. The truck has 'XPO' and '#WEAREXPO' written on its side. A forklift is visible in the background. The image is partially covered by a green and yellow geometric graphic on the right side.

LOGISTICS AND SUPPLY CHAIN LEARNERSHIPS

FETC: Manufacturing and Assembly Logistics (M&AL) NQF4

Manufacturing and Assembly Logistics is characterised by extensive planning, scheduling and monitoring processes conducted within the competitive and challenging environment of manufacturing, assembly and process. These planning and monitoring services rendered to the larger manufacturing sector ensure that parts, accessories and consumables are available at the production lineside and consumption points on a "just-in-time (JIT) basis".

National Certificate: Management (LP – 83986 Stores and Warehousing) NQF3

Management is an essential, key function of a business. The National Certificate in Management: Level 3 is designed to meet the needs of learners who require junior management skills in all sectors of the economy. It is intended for junior managers of business units in medium to large organisations. The term business unit in this qualification implies a cost centre, section or department. It is envisaged that learners who complete this qualification will be engaged in multiple work roles in a variety of organisations and will be able to play a part, at their level, in the implementing of the vision and contributing ultimately to the success of an organisation.



POWER AND TELECOMMUNICATION LEARNERSHIPS

- NATIONAL CERTIFICATE: POWER AND TELECOMMUNICATION CABLE MANUFACTURING NQF2
- NATIONAL CERTIFICATE: POWER AND TELECOMMUNICATION CABLE MANUFACTURING NQF3
- NATIONAL CERTIFICATE: POWER AND TELECOMMUNICATION CABLE MANUFACTURING NQF4

The cable manufacturing industry is characterised by diverse manufacturing processes operating in a globally competitive and challenging environment. The manufactured products have to respond to a wide variety of exacting customer and consumer requirements. These qualifications reflect the skills, knowledge and understanding required to participate effectively in the cable manufacturing industry, whether in micro, small, medium or large operations.

Introducing the Pathway to Excellence: Power and Telecommunication Learnerships!



WHOLESALE AND RETAIL LEARNERSHIPS

In conjunction with our Associates, we can offer you a comprehensive range of specialised Skills Development Programmes that address the varied components of the supply chain.

Specialising in W&RSETA accredited qualifications and part qualifications as well as business specific non-accredited development programmes and short courses, from NQF 2 to NQF5, is ideal for developing shopfloor, entry level staff to junior management.

Wholesale and Retail: National and FET Certificates

Qualification	ID Number	NQF Level	Credits	SETA MOU & Accreditation
Wholesale and Retail Operations	58206	2	120	W&R SETA
Wholesale and Retail Chain Store Operations	58206	2	120	W&R SETA
Wholesale and Retail Distribution	49280	2	120	W&R SETA
Wholesale and Retail Operations	63409	3	120	W&R SETA
Wholesale and Retail Operations - Sales and Preparation of Perishable Food	63409	3	131	W&R SETA
Wholesale and Retail Operations: Supervision	49397	4	123	W&R SETA
Wholesale and Retail Generic Management	63334	5	163	W&R SETA
Wholesale and Retail Generic Management	63333	4	153	W&R SETA

SKILLS PROGRAMMES

Skills Programme Breakdowns

Course / Programme Name	Unit Standards Covered	NQF	Duration (days)	SETA Approval or pending
Level 1				
Introduction to the Manufacturing Environment (21 Credits)	13169 - HIV/AIDS, TB and sexually transmitted diseases (4) 13162 - Identify and describe inputs, outputs, stages and quality indicators (10) 13174 - Inappropriate behaviours in the workplace (2) 13167 - Potential hazards and critical safety issues (2) 13172 - Employer/employee relationships (3)	1	7	MERSETA SP0007/06-17

Level 2				
Life Skills (14 Credits)	12463_ Understand and deal with HIV/AIDS. (3) 9009 – Apply basic knowledge of statistics and probability to influence the use of data and procedures in order to investigate life related problems. (3) 7469 – Use mathematics to investigate and monitor the financial aspects of personal and community life (2) 9268 – Manage basic personal finance (6)	2	5	MERSETA SP 0123/07-17
SHE Business Relations (37 Credits)	13222 - Deal with SHE Emergencies (4) 12456 - Explain and use organisational procedures (6) 12466 - Explain the individuals role in a business (4) 13220 - Keep a work area safe and productive (8) 9530 - Manage work time effectively (3) 13258 - Participate in work group activities (4) 12484 - Perform Basic fire fighting (4) 12483 - Perform basic first aid (4)	2	10	MERSETA SP0062/06-17

Post Production and Finishing Operations (32 Credits)	9878 - Complete post production and finishing operations (12) 9879 - Use and care for tools and equipment (10) 9322 - Work in a team (3) 9443 - Work safely and use safety equipment (7)	2	10	MERSETA SP0103/07-17
Production Process Operator (15)	244338 – Operate a production Process (15)	2	7	MERSETA SP 0585/11-17
Production Operator (52)	119463 - Access and use information from texts (5) 119454 - Maintain and adapt oral/signed communication (5) 119456 - Write/present for a defined context (5) 119460 - Use language and communication in occupational learning programmes (5) 9007 - Work with a range of patterns and functions and solve problems (5) 7480 - Demonstrate understanding of rational and irrational numbers and number systems (3) 12444 - Measure, estimate and calculate physical quantities and explore, describe and represent geometrical relationships in 2-dimensions in different life or workplace contexts (3) 244338 – Operate a production Process (15) 265000 – Complete postproduction and finishing operations (6)	2	17	MERSETA SP 0947/15-17
Health & Safety Skills (17)	13222 - Deal with safety, health and environmental emergencies in the workplace (4) 13167 - Identify potential hazards and critical safety issues in the workplace (2) 9964 - Apply health and safety to a work area (3) 13220 - Keep the work area safe and productive (8)	2	5	MERSETA SP 0948/15-17
Read, Interpret and Mark off Engineering Drawings & Shapes (14)	335860 – Read & Interpret Engineering Drawings (8) 335897 – Mark Off Regular Engineering Shapes (6)	2	7	MERSETA SP 0877/14-17
Basic Skills for the Workplace (35)	119454 - Maintain and adapt oral/signed communication (5) 119744 - Select, use and care for engineering hand tools (8) 14683 - Apply work site practices (5) 12219 - Select, use and care for engineering power tools (6) 12461 - Communicate at work (5) 12465 - Develop a learning plan and a portfolio for assessment (6)	2	12	MERSETA SP 0619/11-17

Level 3				
Allocator and Planner of Production Tasks (12 Credits)	116218 – Explain the planning and scheduling of tasks in a production environment (3) 244504 – Describe and explain the principles of logistics support in a specific context (6) 9530 – Manage work time effectively (3)	3	5	MERSETA SP 0288/08-17
Apply Quality Assurance Techniques (8 Credits)	13234 – Apply Quality Procedures (8)	3	5	MERSETA SP 0111/07-17
Warehousing Teams Leadership Skills (48)	13917 - Indicate the role of a team leader ensuring that a team meets an organisation's standard (6) 13947 - Motivate a team(6) 377362 - Discuss the role of stocktaking in ensuring inventory accuracy (5) 377384 - Describe the use of the stores and warehousing in operations (10) 377385 - Explain the role of materials handling in the warehousing (10) 8969 - Interpret and use information from texts (5) 9010 - Demonstrate and understanding of the use of different number bases and measurement units and an awareness of error in the context of relevant calculations (2) 9013 - Describe, apply, analyse and calculate shape and motion in 2-and 3-dimensional space in different contexts (4)	3	15	MERSETA SP 0912/14-17
Basic Team Leadership Skills (20)	253656 – Communicate with Clients (3) 12465 - Explain and use organisational procedures (6) 9530 - Manage work time effectively (3) 116720 - Show understanding of diversity in the workplace (3) 7456 - Use mathematics to investigate and monitor the financial aspects of personal, business and national issues (5)	3	7	MERSETA SP 0582/11-17

Level 4

Determine Material Requirements (12 Credits)	116294 – Determine manufacturing and assembly material requirements (12)	4	5	MERSETA SP 0130/07-17
Principles and processes of warehousing (20 Credits)	116280 – Demonstrate understanding of warehouse manufacturing and inventory assembly (20)	4	5	MERSETA SP 0074/06-17
Supervisory Techniques (27 Credits)	10981 – Supervise work unit to achieve work unit objectives (individuals and teams) (12) 11473 – Manage individual and team performance (8) 13914 – Conduct a formal meeting (3) 14609 – Participate in conflict management (4)	4	5	MERSETA SP 0075/06-17
Labour Relations in the Workplace (16 Credits)	13952 – Demonstrate basic understanding of Primary Labour Legislation that impacts on a business unit (8) 11286 – Institute disciplinary action (8)	4	5	MERSETA SP 0125/07-17
Quality in the Workplace (8 Credits)	14586 – Monitor and control quality control practices in a manufacturing / engineering environment (8)	4	5	MERSETA SP 0135/07-17
Measurements and Statistics within Quality Control (18 Credits)	9015 - Apply knowledge of statistics and probability to critically interrogate and effectively communicate findings on life related problems (6) 9016 - Represent analyse and calculate shape and motion in 2-and 3-dimensional space in different contexts (4) 14586 - Monitor and control quality control practises (8)	4	10	MERSETA SP0225/07-17
Develop and Control a Sectional Budget (11 Credits)	13941 - Apply the budget function in a business unit (5) 7468 - Use mathematics to investigate and monitor the financial aspects of personal, business, national and international issues (6)	4	5	MERSETA SP0114/07-17
Maintain and Monitor SHEQ Systems and Procedures (9 Credits)	13235 - Maintain The Quality Assurance Systems (5) 13224 - Monitor the application of SHE (4)	4	10	MERSETA SP0117/07-17
Scheduling & Planning Production (15 Credits)	12665 - Control production and resource scheduling and planning in a manufacturing environment (8)	4	5	MERSETA SP 0126/07-17
Tool Setting and Troubleshooting (34 Credits)	335863 – Identify and solve problems pertaining to production machines (15) 335856 – Change and set tooling (15) 12455 – Perform the role of a safety, health and environmental protection representative (4)	4	7	MERSETA SP 0443/10-17
Project Budget and Supervisory Skills (13 Credits)	120375 – Participate in the estimation and preparation of cost budget for a project or sub project & monitor and control actual cost against budget. (6) 120377 – Identify, suggest and implement corrective actions to improve quality of project work. (7)	4	5	MERSETA (SP 0886/14-17)

Our Happy Customers



VOLVO

L'ORÉAL

BRIDGESTONE

JM Johnson Matthey
Inspiring science, enhancing life



BOSCH



Barloworld



Bidvest
AFCCM
KEEPING IT ALL TOGETHER

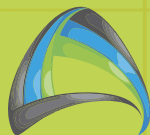


TRUCKS



**CAPE
GATE**

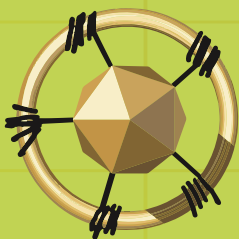
SOUTH OCEAN



APEXTM
CORDSET TECHNOLOGIES



Our Accreditation Partners



merSETA



The College of Production Technology

YOURS IN TRAINING

ACCREDITED LEARNERSHIPS
AND SKILLS PROGRAMMES

23 Years of Service Excellence



www.cpt.co.za

0860 278 278 / info@cpt.co.za

