OCCUPATIONAL CERTIFICATE

Small Business Consultant

SAQA ID	NQF LEVEL	CREDITS	DURATION	QUALITY PARTNER
118741	5	244	24 Months	SERVICES SETA

OVERVIEW

The Occupational Certificate: Small Business Consultant prepares learners to consult and guide entrepreneurs and enterprises in business development, compliance, strategic and operational planning, change management, and value chain efficiency. It is designed for school leavers, formal education learners, and practicing business advisors or consultants across the private, public, NGO/NPO, and SMME sectors who want a nationally recognised benchmark of consulting competence.

WHAT YOU WILL BE ABLE TO DO

Appraise personal capabilities for performing business consulting. Examine due diligence and compliance with relevant legislation. Evaluate business performance, business owner and activities. Provide strategic and operational consulting service. Establish and implement change management structures. Entrench project implementation approach. Identify and clarify key improvement elements in the value chain.

MODULES

Knowledge Modules (93 Credits) 242101-000-00-KM-01: Regulatory and Legislative Framework, Level 5, 5 Credits 242101-000-00-KM-02: Compliance Audit, Level 5, 5 Credits 242101-000-00-KM-03: Fundamentals of Entrepreneurial Profiles, Level 4, 4 Credits 242101-000-00-KM-04: Business Consulting Development, Level 5, 5 Credits 242101-000-00-KM-05: Strategic and Operational Plans, Level 5, 5 Credits 242101-000-00-KM-06: Professional Business Success Factors, Level 5, 5 Credits 242101-000-00-KM-07: Principles of Marketing, Level 5, 5 Credits 242101-000-00-KM-08: Business Finance, Level 5, 5 Credits 242101-000-00-KM-09: Principles of Costing and Pricing to a Business Venture, Level 4, 5 Credits 242101-000-00-KM-10: Risk Profiling, Level 5, 5 Credits 242101-000-00-KM-11: Principles of Tendering, Level 5, 4 Credits 242101-000-00-KM-12: Business Appraisal, Level 5, 5 Credits 242101-000-00-KM-13: Business Requirements and Business Rescue Strategies, Level 5, 5 Credits 242101-000-00-KM-14: Effective Communication, Level 5, 5 Credits 242101-000-00-KM-15: Principles of Ethics in Business, Level 6, 3 Credits 2421000-00-00-KM-16: Strategies for Behaviour Change and Coaching, Level 5, 3 Credits 242101-000-00-KM-17: Principles of Change Management, Level 5, 5 Credits 242101-000-00-KM-18: Introductory Studies for Project Managers, Level 5, 5 Credits 242101-000-00-KM-19: Application of Contract Documentation, Level 5, 4 Credits 242101-000-00-KM-20: Evaluation of Influences in Value Chain, Level 5, 5 Credits

Gauteng City College (Pty) Ltd · Reg. 2012/185869/07 · DHET 2017/FE07/001 · B-BBEE Level 2. Generated from live accreditation data; details may change.

Practical Skill Modules (55 Credits) 242101-000-00-PM-01: Evaluate Personal Capability for Performing Business Consulting Services, Level 5, 8 Credits 242101-000-00-PM-02: Carry Out Due Diligence and Check Compliance with Relevant Legislation, Level 6, 8 Credits 242101-000-00-PM-03: Monitor Methods of Appraisal of Business Owner, Business Performance and Activities, Level 5, 8 Credits 242101-000-00-PM-04: Provide Strategic and Operational Consulting Service, Level 6, 10 Credits 242101-000-00-PM-05: Develop and Implement Change Management Framework, Level 5, 5 Credits 242101-000-00-PM-06: Develop Project Implementation Approach, Level 5, 8 Credits 242101-000-00-PM-07: Interpret the Influences of Key Components in The Value Chain on Business Efficiency, Level 5, 8 Credits

Work Experience Modules (96 Credits) 242101-000-00-WM-01: Procedures to Evaluate Personal Capability for Performing Business Consulting Services, Level 5, 10 Credits 242101-000-00-WM-02: Processes and Procedures for Carrying Out and Checking Due Diligence Compliance with Relevant Legislation, Level 5, 15 Credits 242101-000-00-WM-03: Process to Monitor Methods of Appraisal of Business Owner, Business Performance and Activities, Level 5, 15 Credits 242101-000-00-WM-04: Procedures to Provide Strategic and Operational Consulting Service, Level 5, 20 Credits 242101-000-00-WM-05: Process to Develop and Implement a Change Management Framework, Level 5, 10 Credits 242101-000-00-WM-06: Process and Procedures to Develop Project Approach, Level 5, 15 Credits 242101-000-00-WM-07: Procedures to Interpret the Influences of Key Components in The Value Chain on Business Efficiency, Level 5, 11 Credits

CAREER OPPORTUNITIES

Small Business Consultant / Small Business Advisor Business Consultant / Business Advisor / Business Advisory Specialist Business Analyst / Engagement Consultant Specialist Consultant (Strategy, Human Resources, Operations, Financial Advisory, or Risk and Compliance) Independent / Self-Employed Business Consulting Practitioner

ENTRY REQUIREMENTS

NQF Level 4 qualification.

ASSESSMENT

The assessment strategy comprises two stages:

Integrated Formative Assessment:Conducted internally by Skills Development Providers using curriculum-stipulated internal assessment criteria and weightings, leading to entrance into the external assessment. External Integrated Summative Assessment (EISA):Conducted through the QCTO Assessment Quality Partner (Services SETA), focusing on the Exit Level Outcomes and Associated Assessment Criteria upon proof of completion of all required knowledge and practical modules and a record of completed work experience.

ACCREDITATION

Type	Accreditation number	Valid until
QCTO SDP	01-QCTO/SDP070125144513	01 May 2030
Assessment centre	09-QCTO/AC-TTC020426115047	31 Mar 2031
QCTO SDP	09-QCTO/SDP240824105246	22 Aug 2029

Verify any accreditation and download letters at www.gcc-sd.com/accreditations

Run this qualification as a learnership

Request a proposal: www.gcc-sd.com/request-a-proposal?qualification=small-business-consultant-118741