

PROGRAMME TITLE	NQF	SAQA ID	CREDITS
HIGHER CERTIFICATE IN OPERATIONS MANAGEMENT	5	119050	124

DESCRIPTION

The purpose of this qualification is to provide entry into the field of Operations Management. This qualification will equip students with Operations Management skills to work at entry level in a business and industry. Students will acquire the requisite knowledge and skills to operate in both manufacturing and non-manufacturing businesses. The qualification provides students who are already in the manufacturing industry or wish to find employment in manufacturing industry, with the knowledge of the principles, concepts and techniques that underlie the disciplines necessary for effective management of the operating system. The qualification will improve the student's efficiency and effectiveness, which are key components in an office and manufacturing environment for ensuring that the organisation runs smoothly. This contributes to higher productivity and improved service delivery. A qualifying student will be a well-rounded practitioner with foundational technical skills in management, administration, planning and organisation.

The curriculum ensures a high degree of portability and enable students to enter multiple job roles and careers in their quest to meet individual and organisational requirements. The certificate emphasizes using Operations Management in the business context. The successful student will develop a foundational knowledge and requisite competencies in Operations Management, which can be applied to the business environment. Students will obtain exposure to communication, information systems, management, administration, operations management, quality and project management. Training for this programme is both theoretical and practical. It allows students to grasp fundamental knowledge in the workings of various Operations Management methods, approaches and tools in the modern work environment.

CAREER FIELDS

With this qualification, successful learners could pursue a career as a:

- Production Manager
- Operations Manager
- Production Supervisor
- Production Planner
- Production Scheduler

PROGRAMME OUTLINE

Module	Module Code	Credits	NQF LEVEL	Module	Module Code	Credits	NQF LEVEL
1st Year semester -1				1st Year semester -2			
Economics	ECON11500	12	5	Introduction to Supply Chain Management	ISMAN11500	12	5
Business Communication	BCOM11500	16	5	Information Systems	INSYS11500	12	5
Business Management Fundamentals	BMANF11500	16	5	Quality Management Basics	QMANB12500	8	5
Purchase Management	PUMAN12500	16	5	Project Management Basics	PROBS12500	16	5
			5	Operation Management Practice	OMPRC12500	16	5
TOTAL		60		TOTAL		64	

TYPE OF PROGRAMME

The programme duration is 1 year on a full-time basis, or 2 years on a part-time basis. Tuition is face to face and is scheduled per campus. Programmes are offered during the week on a full-time and part-time basis. Part-time tuition is scheduled as per the stipulated planner.

ADMISSION REQUIREMENTS

The minimum entry requirement for this qualification is:

☐ National Senior Certificate, NQF Level 4 granting access to Higher Certificate studies.

Or

☐ Senior Certificate, NQF Level 4.

Or

☐ National Certificate Vocational, NQF Level 4 granting access to Higher Certificate studies.



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LEARNER MATERIAL

Prescribed textbook lists will be provided by the academic department at your campus. Students will receive electronic versions of the study guides for this programme.

PRICING

Enquire at the Berea College of Technology campus for a current programme pricelist.

ADDITIONAL COSTS

Students must make provision for additional items such as textbooks, stationery, supplementary examinations, research costs and printing of study guides etc.

EXAMINATION AUTHORITY

All Examinations are set by Berea College of Technology.

CERTIFICATION

On successful completion of the programme, the student will receive a Berea College of Technology Higher Certificate in Operations Management.

ARTICULATION

With this programme learners can further there be learning both horizontally and vertically. Learners can receive credits at our institution and move onto other programmes offered at our Institution or they may obtain credits from public institutions and progress vertically. The Professional training obtained from this programme allows our learner's entrance additional Qualifications the credits obtained can be used as evidence for RPL for other qualifications

FURTHER STUDIES

Please enquire at the nearest Berea College of Technology campus for the prospectus containing post-certificate studies. Admission to further your studies at a different institution remains the prerogative of each institution and its academic council.

DISCLAIMER

The information contained in this fact sheet is accurate at the time of printing. However, factors beyond Berea College of Technology control (such as environmental, regulatory or technical changes) may cause the contents of this fact sheet or of the programme to change. In the event of any such change, Berea College of Technology will formally notify current learners. All possible measures will be taken to minimise inconvenience to learners.

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Name of Learner: I....., hereby acknowledge that I understand the information stated in this document and fully comprehend the specifics explained above pertaining to this qualification.

Signature of Learner:

Name of Legal Guardian:
(if applicable)

Signature:

Name of Sales Consultant:

Signature:

Name of Head of Department:

Signature:

Date:

* Please note the original signed copy should be kept on the learner record file.

