

# OCCUPATIONAL CERTIFICATE: GENERAL MANAGER – PUBLIC SERVICE

## PROGRAMME OVERVIEW

Studying to become a public service general manager in South Africa offers numerous advantages. This career path allows individuals to make a significant impact on public service delivery and community welfare by implementing and managing government policies and programs. There is a high demand for skilled public sector managers, providing excellent job security and career advancement opportunities. Additionally, public sector roles often come with benefits such as pensions, medical aid, and housing schemes. For those passionate about governance, social justice, and public administration, this career is both rewarding and impactful.

## QUALIFICATION SPECIFICATIONS

- SAQA ID: 118791
- NQF Level: 6
- Credits: 150
- Duration: 12 Months
- Accreditation body: Quality Council for Trade and Occupation (QCTO)

## ENTRY LEVEL REQUIREMENTS

- NQF Level 5

## OCCUPATION FUNCTION

A public sector general manager is responsible for strategic planning, resource management, and policy implementation to achieve organisational goals and improve public service delivery. They monitor and evaluate the performance of public sector programs, ensuring they meet objectives and standards. Additionally, they engage with stakeholders, including government officials and the public, to address concerns and enhance service delivery. Their role is crucial in ensuring efficient and effective government operations.

## PROGRAMME STRUCTURE

The programme is divided into four modules covering the following:

- Plan government operations
- Interpersonal management - people and resources
- Human resource management
- Manage information and systems

The programme consists of:

- Facilitator led online knowledge modules
- Facilitator led online practical modules
- Workplace based learning modules (192 compulsory workplace based days)
- External Integrated Summative Assessment (exam)

## VERTICAL ARTICULATION

- Advanced Diploma in Public Administration and Management, NQF Level 7