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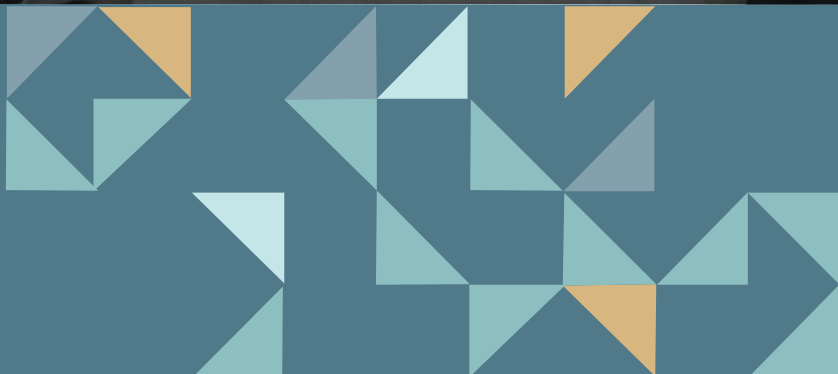
2025

# SHORT COURSES

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**ENVISION2030**

transparency • honesty • integrity • respect • accountability  
fairness • professionalism • commitment • compassion • excellence

**CREATIVE. DISTINCTIVE. IMPACTFUL.**



## SHORT COURSES

### MODULE / SHORT COURSE

**DURATION:** 36 HOURS PER MODULE/5 FULL DAYS

#### FINANCIAL MANAGEMENT AND ACCOUNTING

Cost and Pricing analysis

#### OPERATIONS MANAGEMENT

Introduction to Operations Management

Production Management Techniques

World Class Manufacturing

Demand Management and the JIT System

Material Requirements Planning

Quality Management

#### LOGISTICS MANAGEMENT AND SUPPLY CHAIN MANAGEMENT

Management of Goods in Storage

Planning Freight Logistics

Purchasing Management Quality Assurance

Quality Management, Planning and Control

Relationship Management

Strategic Procurement

Strategic Supply Chain Management

Inbound Logistics & Outbound Logistics Integrated Resource Planning

Managing Freight Locations and Control

#### PROJECT MANAGEMENT

Project Control

Project Initiation and Development Project Management

Project Planning

Project Tools and Techniques

#### SUPERVISORY DEVELOPMENT PROGRAMME

Productivity

##### SDP PHASE 01

Numeracy and Finance

Quality

Problem Solving and Decision Making

Communications

Systems Theory

First Line Management

##### SDP PHASE 01

Leading

Planning

Controlling

Organising

Understanding Business Culture

People Management

##### SDP PHASE 01

Change and Diversity

Motivation

Innovation and Creative Thinking

Coaching and Delegating

Entrepreneurship

Negotiation

Costing Systems

Assertiveness

Public Service Delivery

Public Finance

#### HUMAN RESOURCE MANAGEMENT

Strategic Human Resource Management

#### SERVICE DELIVERY MANAGEMENT

Customer Service and Customer Relationship Management