

15 Sherborne Road, Parktown, Gauteng, 2193  
P O Box 3322, Houghton, 2041  
Tel: (011) 276 9600, Fax: (011) 276 9623  
E-mail: [customercare@serviceseta.org.za](mailto:customercare@serviceseta.org.za)  
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01 April 2016

Jonathan Goldberg / Samantha Long  
Global House  
3 Pearce Street  
Berea  
East London

Tel: 043 721 1030 / 083 281 9571  
E-mail: [johnny@iafrica.com](mailto:johnny@iafrica.com) / [sdf@globalbusiness.co.za](mailto:sdf@globalbusiness.co.za)

Dear Jonathan Goldberg / Samantha Long

**Services SETA Accreditation No: 0209**

**RE - Extension of Accreditation – Global Business Solutions – 1993/092511/07**

This serves as confirmation that **Global Business Solution's** accreditation status has been extended until **31 March 2018**. **Global Business Solutions** has been **awarded Provisional Accreditation** as a Provider of Education and Training for the delivery of the following learning programmes:

Name of Learning / Skills Programme	NQF Level	Number of Credits	Expiry Date	Unit Standards / Qualification aligned to Learning programme		Qualification to which the learning program and unit standards are linked / contextualized
				Qual. / US ID	Title	
Conduct a disciplinary hearing	6	5	2018-06-30	10985	Conduct a disciplinary hearing	Qualification ID: 93994 LP49784 Qualification Title: National Diploma: Labour Relations Practice: Dispute Resolution NQF Level: 5 Credits: 241 Registration start date: 2015-07-01 Registration end date: 2018-06-30 Last date of enrolment: 2019-06-30 Last date of achievement: 2023-06-30
Institute disciplinary	5	8	2018-06-30	11286	Institute disciplinary	Qualification ID: 58063 Qualification Title: FETC: Labour

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hearing					action	Recruitment Services NQF Level: 4 Credits: 152 Registration start date: 2015-07-01 Registration end date: 2018-06-30 Last date of enrolment: 2019-06-30 Last date of achievement: 2022-06-30
Demonstrate an understanding of employment relations in an organisation	3	3	2018-06-30	10170	Demonstrate an understanding of employment relations in an organisation	Qualification ID: 58063 Qualification Title: FETC: Labour Recruitment Services NQF Level: 4 Credits: 152 Registration start date: 2015-07-01 Registration end date: 2018-06-30 Last date of enrolment: 2019-06-30 Last date of achievement: 2022-06-30
Monitor and advise on substantive conditions of employment and related rights and obligations in an organisation	5	5	2018-06-30	11909	Monitor and advise on substantive conditions of employment and related rights and obligations in an organisation	Qualification ID: 20188 Qualification Title: National Certificate: Real Estate NQF Level: 5 Credits: 135 Registration start date: 2015-07-01 Registration end date: 2018-06-30 Last date of enrolment: 2019-06-30 Last date of achievement: 2022-06-30
Maintain occupational health and safety and general housekeeping	3	8	2018-06-30	8016	Maintain occupational health and safety and general housekeeping	Qualification ID: 48887 Qualification Title: National Certificate: Hiring Services and Support NQF Level: 3 Credits: 123 Registration start date: 2015-07-01 Registration end date: 2018-06-30 Last date of enrolment: 2019-06-30 Last date of achievement: 2022-06-30
Participate in the implementation and utilisation of equity	4	5	2018-06-30	10983	Participate in the implementation and utilisation of equity	Qualification ID: 61595 LP35928 Qualification Title: FETC: Business Administration Services

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related processes					related processes	NQF Level: 4 Credits: 140 Registration start date: 2015-07-01 Registration end date: 2018-06-30 Last date of enrolment: 2019-06-30 Last date of achievement: 2022-06-30
Draft an employment contract	5	3	2018-06-30	11907	Draft an employment contract	Qualification ID: 61595 LP35928 Qualification Title: FETC: Business Administration Services NQF Level: 4 Credits: 140 Registration start date: 2015-07-01 Registration end date: 2018-06-30 Last date of enrolment: 2019-06-30 Last date of achievement: 2022-06-30
Recruit and select candidates to fill defined positions	4	10	2018-06-30	10978	Recruit and select candidate to fill defined position	Qualification ID: 61595 LP35928 Qualification Title: FETC: Business Administration Services NQF Level: 4 Credits: 140 Registration start date: 2015-07-01 Registration end date: 2018-06-30 Last date of enrolment: 2019-06-30 Last date of achievement: 2022-06-30
Manage individual and team performance	4	8	2018-06-30	11473	Manage individual and team performance	Qualification ID: 57712 LP74630 Qualification Title: FETC: Generic Management NQF Level: 4 Credits: 150 Registration start date: 2015-07-01 Registration end date: 2018-06-30 Last date of enrolment: 2019-06-30 Last date of achievement: 2022-06-30
Project Management	4	7	2018-06-30	120385	Apply a range of project management tools and techniques	Qualification ID: 50080 Qualification Title: FETC: Project Management NQF Level: 4

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	4	5	2018-06-30	120372	Explain the fundamentals of project management	Credits: 136 Registration start date: 2015-07-01 Registration end date: 2018-06-30 Last date of enrolment: 2019-06-30 Last date of achievement: 2022-06-30
<p><b>Please note that the following learning programs are aligned to unit standards / qualifications that have expired or that no longer falls within the scope of the SSETA and no new learners may be registered onto these learning programs. The only learners that can be certificated against these unit standards / qualifications would be those who are currently enrolled on these unit standards/qualifications and who are busy exiting them.</b></p>						
N/A						

Please be advised that the content of this letter is based on a previously issued Services SETA accreditation report. The letter can be read in conjunction with the applicable accreditation report.

Your accreditation number must be utilised by **Global Business Solutions** only and may not be used by any other Skills Development Provider.

As an accredited Skills Development Provider you are required to:

1. Complete and submit the attached code of conduct to SSETA within 7 working days of receipt of this letter.
2. Submit learner enrolments to SSETA within 21 days of the commencement of the approved training intervention.
3. Conduct training, assessment and moderation.
4. Upload learner achievements in order for external moderation to be conducted by the SSETA.

Skills Development Provider monitoring site visits will continue to be scheduled in accordance with quality assurance standards and practice.

The Services SETA wishes to congratulate **Global Business Solutions** on this achievement and is looking forward to a long association.

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Should you require any further information do not hesitate to contact the Services SETA.

Yours sincerely

A handwritten signature in black ink, appearing to read "Nozipho Zondo".

**Nozipho Zondo**  
**Manager: QMD**  
**(Pre-Accreditation and Qualifications)**  
**E-mail: [noziz@serviceseta.org.za](mailto:noziz@serviceseta.org.za)**