
2023/2024 STRATEGIC PROJECTS APPLICATION GUIDELINES

1. BACKGROUND

The **Culture, Arts, Tourism, Hospitality and Sport Sector Education and Training Authority (CATHSSETA)** is a National Public entity established in terms of the Skills Development Act (No. 97 of 1998) as amended, and as such is mandated to promote skills development for the CATHSSETA sector. The CATHSSETA hereby invites suitable employers, stakeholders and interested parties to apply for Strategic Projects funding.

In this Strategic Projects window, CATHSSETA will be allocating funding for the projects listed in below. Please refer to **Annexure A**, which is appended to this document, for definitions, unit costs to be funded per learner and targets to be fulfilled in this window for the PIVOTAL programmes.

1.1. PIVOTAL Programmes

- Skills Programme unemployed
- Skills Programme employed
- Community Education and Training (CET) College internship programme

1.2. Non-PIVOTAL Programmes

- Workshops/Seminars/Conferences
- Technical and Vocational Education and Training (TVET) and Community Education & Training (CET) College Infrastructure
- Mentorship

2. WHO CAN APPLY

The following stakeholders and legal entities are invited to apply for the 2023/24 Strategic Projects funding:

Postal Address
P.O. Box 1329, Rivonia
2128, South Africa

Physical Address
270 George Road,
Noordwyk, Midrand, 1687

Contact
Call Centre: 0860 100 221
Telephone: 011 217 0600
Fax: 011 783 7745



- 2.1. Public Technical and Vocational, Education and Training (TVET) Colleges
- 2.2. Public Community Educational & Training (CET) Colleges
- 2.3. The following entities operating within the CATHSSETA sub-sectors
 - Non-Government Organisations (NGO's)
 - Non-Profit Organisations (NPO's)
 - Small Enterprises (SMME's) (0 - 49 employees)
 - Community Based Organisations (CBO's)
 - Cooperatives
 - Federations/Trade Unions

3. TARGETS TO BE FUNDED

LEARNING PROGRAMME	TARGET APPLICANTS	TARGET BENEFICIARIES	MAXIMUM AMOUNT
Conference/event/ seminars within the 6 sub-sectors (Non-PIVOTAL)	SMMEs (0 – 49 entity size)	6 SMME's (Maximum 80 delegates per SMME)	R2 500 per delegate
SMME mentorship programme (Non-PIVOTAL)		6 SMME's	R 40 000 per mentor
Workshops/ Conferences/ Seminars (non-PIVOTAL)	Federations/Trade Unions – Worker initiated training interventions supported through capacity building	5 Trade Unions (Maximum 50 delegates per union)	R 2 500 per delegate
Infrastructure development (Non-PIVOTAL)	Infrastructure partnerships with public TVET Colleges	10 TVET Colleges	R250 000 per college
	Infrastructure partnerships with public CET Colleges	6 CET colleges	R200 000 (per college)
Skills Programme Unemployed (PIVOTAL)	Cooperatives supported through learner upliftment	10 Cooperatives (10 unemployed learners per entity)	Unit cost per learner per credit: R 180 (NQF 2) R 190 (NQF 3) R 215 (NQF 4) R 238 (NQF 5) Skills Programme will be funded up to a maximum of 60 credits. The maximum amount per learner is R22 365.

Board chairperson: Mr David Themba Ndhlovu

Board members: Ms Edith Margareth Tukagomo • Mr Moses Motha • Mr Itumeleng Kennilworth Dichabe • Mr Nkanyezi Joseph Ntuli
Mr Solomon Zawempi Mhlanga • Mr Thulaganyo Gaoshubelwe • Ms Shanita Sumayya Khan • Mr Khumbudzo Vincent Maumela • Ms Matshediso Lesiroha Lesutu • Ms Ntombifuthi Maureen Nzuza • Ms Rachel Phiri • Mr Lesiba Richard Aphane • Mr Manene Tabane

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LEARNING PROGRAMME	TARGET APPLICANTS	TARGET BENEFICIARIES	MAXIMUM AMOUNT
	NGOs/NPOs/CBOs supported through learner upliftment	10 NGO's/NPO's (10 unemployed learners per entity)	
CET Learners accessing AET (PIVOTAL) Skills programme employed	Public CET Colleges	22 learners	R 14 280 per learner
CET College lecturers accessing Skills programmes employed (To train lecturers on Assessor/Moderator/RPL Advisor)		34 learners	R 14 280 per learner
CET Internship Programme		50 learners	R 67 200 per learner

4. WORKSHOP GUIDELINES – SMME's

- 4.1. SMME applying should be operating within the CATHSSETA sub-sectors, applicant needs to confirm the number of employees.
- 4.2. The minimum duration for a workshop is 3 days.
- 4.3. Maximum amount per delegate is R2 500 over the period of the workshop.
- 4.4. Applicants should indicate the number of delegates to participate in the workshop on their applications.
- 4.5. SMME workshop topics – 80 delegates per sector:
 - Rural Equestrian - **Gaming & Lotteries**
 - Information and Communications Technology (ICT) - **Travel & Tourism**
 - Entrepreneurship (new venture creation) – **Hospitality**
 - Green economy – **Conservation**
 - Substance abuse for athletes – **Sports & Recreation**
 - Artist development – **Arts & Culture**
- 4.6. CATHSSETA reserves the right to decrease the allocation to ensure equitability to all applicants, depending on the availability of funds.

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4.7. Submission of applications is through a fully completed proposal on the prescribed SETA template, together with compliance documents.

5. WORKSHOP GUIDELINES – TRADE UNIONS

- 5.1. Trade Union applying should be affiliated with CATHSSETA sub-sectors.
- 5.2. The minimum duration for a workshop is 3 days.
- 5.3. Maximum amount per delegate is R2 500 over the period of the workshop.
- 5.4. Applicants should indicate the number of delegates to participate in the workshop and the type of workshop on their applications.
- 5.5. CATHSSETA reserves the right to decrease the allocation to ensure equitability to all applicants, depending on the availability of funds.
- 5.6. Submission of applications is through a fully completed proposal on the prescribed SETA template, together with compliance documents.

6. MENTORSHIP GUIDELINES – SMME's

- 6.1. The target is applicable to service providers who specialize in entrepreneurial mentorship, to offer mentorship to previously awarded CATHSSETA SMME beneficiaries.
- 6.2. The mentor should have a minimum of 5 years' experience as a subject matter expert in entrepreneurial development. Proof of mentorship experience in the form of reference letters should be submitted with the proposal.
- 6.3. The duration of the mentorship programme must be a minimum of 6 months at an amount of R40 000 per mentor contracting with an SMME.
- 6.4. Submission of applications is through a fully completed proposal on the prescribed CATHSSETA template, together with compliance documents.
- 6.5. To ensure that a mentoring programme is effective and efficient, a clear plan on how the programme will be structured and executed should be outlined, as well as what it aims to achieve.

7. INFRASTRUCTURE GUIDELINES

- 7.1. The target is applicable to public TVET & CET Colleges who offer qualifications aligned to CATHSSETA sub-sectors.
- 7.2. Submission of applications is through a fully completed proposal on the prescribed CATHSSETA template, together with compliance documents.
- 7.3. The submitted proposal should outline in detail the infrastructure required.

8. PIVOTAL GUIDELINES

- 8.1. NGOs/NPOs/CBOs and Coops applying should be operating within the CATHSSETA sub-sectors and apply for qualifications accredited by CATHSSETA.
- 8.2. Proof of accreditation of training provider is part of the compliance documents and is compulsory.
- 8.3. Public CET Colleges applying for the Internship learning programme may apply for qualifications aligned with the occupational shortages and skills gaps (Refer to annexure C below)

9. CATHSSETA WILL NOT AWARD STRATEGIC PROJECT FUNDS FOR

- Projects that have already commenced prior to the approval of the application.
- Set-up costs, e.g., start-up costs
- Capital expenditure, e.g., building costs, equipment such as computers, etc, except for the Infrastructure with Colleges.
- Existing operating expenses e.g., salaries of current employees who will undergo training.
- Organisational policy development
- Training of any learners who are currently being funded through other programmes.

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- The CATHSSETA awards Strategic Project funding at its discretion for the purposes of attaining its strategic objectives as outlined in the Strategic Plan, Annual Performance Plan and the development of skills as articulated in its Sector Skills Plan subject to availability of funding.

10. APPLICATION GUIDELINES

- The submission of PIVOTAL applications is done online via the CATHSSETA CIMS system.
- The submission of non-PIVOTAL applications, is done by submitting proposals to the following email address: dq2@cathsseta.org.za
- It is the responsibility of applicants to familiarise themselves with CATHSSETA's Discretionary Grant and Strategic Project Policies, which are available on the CATHSSETA website, together with compliance templates where applicable.
- Stakeholders are encouraged to focus on actual needs when preparing applications.
- CATHSSETA reserves the right to lower the limit depending on the availability of funds.

11. APPLICATION PROCESS

CATHSSETA 2023/24 Strategic Projects window will open on 24 April 2023 and close on 22 May 2023 at 16:00, **There will be no extension to submit applications after the deadline.** Application information is available on the CATHSSETA website, on www.cathsseta.org.za. Below is an overview of how to apply:

Step 1: Familiarize yourself with this document, which provides the specifications of what CATHSSETA is looking to fund.

Step 2: Familiarise yourself with the Discretionary Grant & Strategic Project Policies, which outline what PIVOTAL & Non-PIVOTAL programmes are, the evaluation criteria, and the learning programme guidelines.

Step 3: Access the PIVOTAL programme applications by going to www.cims.org.za, and completing the applications online.

Access the Non-PIVOTAL programme application by going to www.cathsseta.org.za, download, complete the application proposal template and submitting together with all required documents in a ZIP folder to dq2@cathsseta.org.za. Please ensure that you complete the application proposal in full before submitting it. Applications not on the CATHSSETA prescribed application forms will not be considered.

Step 4: Use the checklist that is appended to this document (Annexure B) to prepare all documentation that must be submitted with the application form. Ensure that you have all the relevant document templates (where applicable) downloaded on the CATHSSETA website, completed and signed where applicable. These documents should be attached and submitted with the application form.

Step 5: Ensure that you click the submit button on the CIMS system for PIVOTAL programmes and submit non-PIVOTAL applications via email to dq2@cathsseta.org.za.

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Please direct queries for application forms to the following:

REGION	REGIONAL MANAGER	EMAIL ADDRESS
KwaZulu-Natal & Free State	Ms Lungile Dlamini	Lungile@cathsseta.org.za
Gauteng, Northwest, Limpopo & Mpumalanga	Ms Zandile Ntshangase	zandilen@cathsseta.org.za
Western Cape, Eastern Cape & Northern Cape	Ms Martha Collett	martha@cathsseta.org.za
CIMS TECHNICAL SUPPORT		
CCG Systems	Kgosi Mogane	cims@cathsseta.org.za
HELP-DESK		
Mr Thabang Motlatla		thabang@cathsseta.org.za
Ms Tebogo Bengu		tebogo@cathsseta.org.za

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Annexure A: Definitions and unit costs for the CATHSSETA learning programmes in this advertisement window

Unemployed learners are those learners that were not in the employment of the employer before the commencement of the learning programme.

Employed learners are those learners that were already in the employment of the employer before the commencement of the learning programme.

Skills Programme

Designed and intended to be an occupational based, short term learning program for employed & unemployed learners, which when successfully completed, will constitute credits towards a qualification registered on the NQF. Skills Programmes are from 3 days to 6 months.

Unit cost per learner per credit: R 180 (NQF 2)
: R 190 (NQF 3)
: R 215 (NQF 4)
: R 238 (NQF 5)

Stipend per learner : R 107.80 per day (applicable for unemployed)

Skills Programme will be funded up to a maximum of 60 credits, the maximum amount per learner is R 14 280 for training, and R8 085 for the stipend (over the duration of the skills programme).

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Graduate Internship Programme

This is a 12-month workplace experience program, designed for a candidate who has already completed an NQF level 6 to 8 qualification at a university or University of technology that is relevant to employment in the CATHSSETA sub-sectors but has not yet gathered the necessary practical experience to enable them to obtain employment.

Unit cost per learner: R 67 200

Stipend per learner: R 5 000 per month

Admin Fee per learner: R600 per month

Adult education & Training (AET)

A learning and training programme for adults, which aims to give basic learning tools, knowledge, and skills, and equip them for nationally recognised qualifications.

AET uses a skills development provider accredited by Umalusi and is applicable for learners' studying literacy and numeracy towards NQF levels 1 – 4.

Upon completion of level 4, a learner is eligible for a General, Education & Training Certificate (GETC).

Unit cost per learner per credit: R 180 (NQF 1)

: R 190 (NQF 2)

: R 215 (NQF 3)

: R 238 (NQF 4)

Stipend per learner : Not applicable

AET will be funded up to a maximum of 60 credits, the maximum amount per learner is R 14 280.

Annexure B: Document submission checklist

Applicants are required to submit the following documents with their application form:

Documents	Purpose	Downloadable from website ¹	Checklist
Organisation's registration documents	Compulsory for compliance	No	
Declaration of authorised person	Compulsory for compliance	Yes	
Authorised person's ID copy	Required for verification of authorised person	No	
Acknowledgement of CATHSSETA Discretionary Grant policy and Strategic Projects & Partnership policy	Compulsory for compliance	Yes	
Declaration of interest	Compulsory for compliance	Yes	
BBBEE Certificate (if applicable)	Required for evaluation	No	
Host employer confirmation letter (only applicable if applicant is working with another employer to implement)	Required for evaluation	No	
Proof of Accreditation i.e., Training Provider accreditation letter (Skills Programmes & AET)	Compulsory for compliance	No	
Financial statements or bank statement	Required for evaluation	No	
Lease or Title deed documents	Required for evaluation	No	
Asset register	Required for evaluation	No	
¹ Where applicable, templates must be downloaded from the website – www.cathsseta.org.za The CIMS system manual is accessible on the CATHSSETA website.			

Annexure C - Occupational Shortages and skills gaps to be supported

Preamble: CATHSSETA is specific with the skills it needs as developed in its SSP, as such this window is targeted at developing the occupational shortages and skills gap occupations below.

Sub-Sector	OFO CODE	Occupation	SPECIALISATION/ ALTERNATIVE TITLE	Intervention	NQF Level
Arts and Culture	2019 -264201	Copywriter	Publicity Writer, Copy Editor, Advertising Writer	Bursary and Internship	7
	2019-251301	Multimedia Specialist	Multimedia Programmer, Animation Programmer, Computer Games Programmer, Graphical Programmer, Digital Media Specialist, Multimedia Developer	Bursary: National Diploma - Sound Technology and Production	6
	2019-352103	Sound Technician	Video and Sound Recorder, Sound Effects Person, Re-recording Mixer, Dubbing Projectionist (Sound Mixing), Dubbing Machine Operator, Sound Editor / Mixer / Recordist / Operator / Specialist, Audio Technician, Audio Operator	Learnership	4
	2019-343203	Visual Merchandiser	Display Decorator, Window Dresser	Bursary and Internship	7
	2019-263206	Heritage Consultant	n/a	Learnerships: National Certificate: Heritage Resource Management	7
	2019-343902	Light Technician	Lighting Electrician, Lighting Operator, Lighting Technician, Lighting Assistant, Lighting Director	Learnership	4
	2019-216603	Multimedia Designer	Multimedia Artist, Instructional Designer, Digital Media Designer, Interactive Media Designer	Bursary and Internship	5
	2019-216601	Digital Artist	Calligrapher, Lithographic Artist, Display Artist, Advertising Artist / Designer, Lettering Designer, Art Director, Exhibition / Display	Bursary and Internship	6

Sub-Sector	OFO CODE	Occupation	SPECIALISATION/ ALTERNATIVE TITLE	Intervention	NQF Level
			Designer, Film and Video Graphics Designer, Commercial Artist, Graphic Artist, Publication Designer		
	2019-333903	Sales Representative (Business Services)	Sales Representative (Printing), Sales Representative (Publishing), Advertising Sales Consultant, Print Cost Estimator, Business Services Officer, Sales Representative (Advertising)	Learnership	4
	2019-121905	Programme or Project Manager	Project Director	Learnership	4
	2019-132401	Supply and Distribution Manager	Supply Chain Manager, Supply Chain Executive, Storage and Distribution Manager, Procurement Manager, Freight Forwarding Customs Clearing Manager, Acquisitions Manager, Depot Manager Supply Lead Manager, Parts Manager, Purchase Manager, Freight Manager, Goods Clearance Manager	Bursary	7
	2019-511301	Gallery or Museum Guide	Museum or Gallery Attendant, Museum Host and Tour Coordinator, Gallery Assistant	Bursary and Internship	5
	2019-652302	Fitter and Turner	Printers Mechanic, Industrial Mechanic	Bursary/Internships and Workplace Experience	4
Conservation	2019-213307	Park Ranger	Game / Park Warden, Beach and Estuary Warden, Fish Warden, Wildlife Officer / Warden, Wildlife Conservationist	Learnerships: National Certificate - Nature Resource Guardianships Terrestrial	5

Sub-Sector	OFO CODE	Occupation	SPECIALISATION/ ALTERNATIVE TITLE	Intervention	NQF Level
	2019-134901	Environmental Manager	Care Manager, Wildlife Management Services Manager, Pollution and Waste Manager, Agriculture and Forestry Coordinator, Water Resource Manager, Environmental Health Manager, Contaminated Sites Manager, Centralised Permits and Cites Manager, Land and Water Manager, Species Protection Manager, Conservation Science Manager, Sanitation Programme Manager, Environmental Education Manager, Wildlife Protection Services Manager, Conservation Agriculture System Manager, Water Quality Manager	Bursary/Internships and Workplace Experience	6
	2019-211402	Hydrologist	Geophysicist, Geophysical Scientist, Physical Oceanographer, Seismologist, Marine Scientist	Bursary: Bachelor of Science in Hydrology	7
	2019-335906	Environmental Practices Inspector	n/a	Learnership: National Certificate Environmental Practices	7
	2019-314102	Environmental Science Technician	Water Pollution Control Officer, Parks and Reserves Technical Officer, Naturalist, Ecological Technical Officer, Conservation Scientific Officer, Environmental Technical Officer	Bursary and Internship: National Diploma in Environmental Science	7
	2019-421202	Gaming Worker	Casino Gaming Inspector, Casino / Gaming Dealer, Gaming Pit Boss, Gaming Inspector, Casino Surveillance Operator, Gaming Operator, Croupier, Gaming Table Operator	Learnership: National Certificate Gaming Operations	5
	2019-342302	Outdoor Adventure Guide	Shark Swimming Guide, Snorkelling Guide, River Kayaking Guide, Diving Operator, Dolphin Swimming Guide, White-water Rafting Guide, Outdoor Adventure Leader, Hunting Guide,	Learnership	4

Sub-Sector	OFO CODE	Occupation	SPECIALISATION/ ALTERNATIVE TITLE	Intervention	NQF Level
			Kayaking Guide, Cycle Touring Guides, Team Building Operator, River Rafting Guide, Horse Riding Instructor, Mountain Guide, Adventure Tourism Operator, Hiking Guide, Adventure Safari Guide, Fishing Guide, Horse Trekking Guides, Bungee Jump Master, Sea Kayaking Guide, Outdoor Adventure Instructor, Outdoor Recreation Guide, Trekking Guide		
	2019-211205	Climate Change Scientist	N/A	Bursary and Internship	7
	2019-242210	Business Administrator	N/A	Learnership	4
Gaming and Lotteries	2017-143101	Betting Agency Manager	Racing Betting Branch Manager, Tab Manager	Learnership: Generic Management	5
	2019-251201	Software Developer	Software Designer, ICT Risk Specialist, Software Architect, Information Architect Software, Software Engineer	Bursary and Internship	6
	2019-351301	Network Technician	Network Support Technician	Bursary and Internship	6
	2019-141201	Restaurant Manager	Bistro Manager, Internet Cafe Manager, Cafeteria Manager, Catering Manager, Food Services Manager, Caterer, Restaurateur, Mess Manager, Canteen Manager, Food and Beverage Manager	Bursary and Learnership: Food and Beverage studies/services	6
	2019-541402	Alarm, Security or Surveillance Monitor	Answering Service Operator, Security Monitor	Bursary/Internships and Workplace Experience	4

Sub-Sector	OFO CODE	Occupation	SPECIALISATION/ ALTERNATIVE TITLE	Intervention	NQF Level
	2019-143102	Gaming Manager	Slots Technical Manager, Slots Manager, Gaming Promotions Manager, Gaming Administration Manager, Tables Manager, Cashier Manager Gaming Race Track Operations Manager, Gaming Project Manager	Bursary and Internship	4
	2019-242211	Internal Auditor	Information Systems Auditor, ICT Internal Auditor, Audit Consultant, Internal auditor	Bursary and Internship	7
	2019-541902	Emergency Service and Rescue Official	Emergency Response Officer, Mine Rescue Service Worker, Rope Rescue Technician, Industrial Paramedic	Bursary and Internship	5
Hospitality	2019-343401	Chef	Chef De Partie, Commis Chef, Head Chef, Pastry Chef, Demi Chef, Sous Chef, Saucier, Executive Chef, Second Chef	Apprenticeship/Learnership: National Certificate - Professional Cookery	5
	2019-515101	Hotel Service Manager	Bar Manager, Hotel Chief Steward, Commissionaire Porter, Accommodation Manager, Head Housekeeper, Head / Front Office Porter (Hotel), Hotel Concierge, Front Office Manager (Hotel), Hotel Office Manager	Skills Programme	5
	2019-141102	Guest House Manager	Bed and Breakfast Operator	Bursary: Management Development Programme	6
	2019-141101	Hotel or Motel Manager	Lodge Manager, Boarding House Manager, Duty Manager (Hotel), Innkeeper, Hotelier, Resort Manager, Backpackers Manager, Hostel Manager	Bursary: Management Development programme	7
	2019-512101	Cook	n/a	Skills Programme: Cook Convenience/Assistant Chef	2

Sub-Sector	OFO CODE	Occupation	SPECIALISATION/ ALTERNATIVE TITLE	Intervention	NQF Level
	2019-513101	Waiter	Drink Waiter, Night Club Hostess, Wine Attendant, Restaurant Hostess, Food and Beverage Attendant, Silver Service Waiter, Dining Room Attendant, Maitre D, Formal Service Waiter, Lounge Assistant, Sommelier, Wine Steward	Skills Programme	5
	2019-841201	Kitchenhand	Pantry Attendant, Sandwich / Salad Preparer, Kitchen Steward, Kitchen Assistant (Non-domestic), Dishwasher	Skills Programme	2
	2019-513202	Barista	Coffee Maker	Skills Programme	5
	2019-311903	Food and Beverage Technician	Beverage Laboratory Technician, Distillery Technician, Brewery Technician, Gas Chromatographic, Food Laboratory Technician, Fermentation Technician, Dairy Laboratory Technician, Sugar Laboratory Technician, Food Science Technician, Brewmaster / Master Brewer, Milling Laboratory Technician	Bursary and Internship	6
	2019-422401	Hotel Receptionist	n/a	Skills Programme and Learnership: Hospitality Reception; WIL: Hospitality studies	5
	2019-121206	Health and Safety Manager	Safety, Health and Environmental (SHE) Manager	Bursary and Internship	5
	2019-811201	Commercial Cleaner	School Cleaner, Workshop Cleaner, Factory Cleaner / Sweeper, Water blaster, High-Pressure Water Jetting Operator, Office Cleaner, Hotel / Motel Cleaner, Building Exterior / Interior Cleaner, Cleaner (Non-domestic)	Skills Programme	1
	2019-422206	Call or Contact Centre Agent	N/A	Learnership	3

Sub-Sector	OFO CODE	Occupation	SPECIALISATION/ ALTERNATIVE TITLE	Intervention	NQF Level
	2019-252301	Computer Network and Systems Engineer	Network Programmer / Analyst, Network Engineer Computer Systems / Service Engineer, Communications Analyst (Computers), Systems Engineer, Computer Network Engineer, Systems Integrator, Network Support Engineer, Computer Systems Integrator, ICT Customer Support Officer	Bursary and Internship	7
	2019-243204	Event Producer	Concert Promoter / Organiser, Meeting Planner Event Coordinator, Government, Protocol or Civic, Event Organiser, Event Director, Event Manager Specialist, Festival Coordinator, Conference and Event Organiser / Coordinator, Social / Life Cycle Organiser, Wedding Coordinator, Professional Conference Organiser, Sports Event Organiser	Learnership	4
	2019-732101	Delivery Driver	Light Utility Vehicle (LUV) Driver, Van Driver, Grocery Deliverer, Fast Food Delivery Driver, Driver-messenger, Taxi Truck Driver, Meals on Wheels Driver, Armoured Car Driver	Learnership	3
	2019-132102	Manufacturing Operations Manager	Industrial Production Manager, Plant Superintendent Processing Manager, Planning Manager (Manufacturing), Operations Manager (Production) Works / Workshop Manager (Manufacturing), Processing Unit Manager, Distillery Manager, Plant Manager (Manufacturing)	Bursary and Internship	5
Sport, Recreation and Fitness	2019-143107	Fitness Centre Manager	Health Club Manager, Gym Manager, Fitness Centre Administrator, Sports Club Manager	Bursary and Internship	6
	2019-342301	Fitness Instructor	Physical Training Instructor, Aerobics Instructor, Physical Fitness Trainer, Health and Fitness Instructor, Aquarobics Instructor,	Skills Programme: Fitness Instructor	5

Sub-Sector	OFO CODE	Occupation	SPECIALISATION/ ALTERNATIVE TITLE	Intervention	NQF Level
			Gym Instructor / Trainer, Gymnasium Attendant, Physical Education Officer, Physical Activity Coordinator, Fitness Centre Worker, Fitness Consultant / Trainer / Instructor, Personal Trainer		
	2019-342204	Sport Coach	Diving Coach, Callisthenics Instructor, Show Jumping Instructor, Diving Instructor (Open Water), Football Coach, Martial Arts Instructor, Dive Master, Snowboarding Instructor, Water Polo Coach, Gymnastics Coach or Instructor, Tennis Coach, Athletic Coach, Snorkelling Instructor, Swimming Coach or Instructor, Polo Coach, Dressage Instructor, Squash Coach, Cricket Coach, Scuba Instructor, Surface Supply Breathing Apparatus (SSBA) Instructor, Equine Tutor / Riding Instructor, Skiing Instructor, Snow sports Instructor, Basketball Coach, Rhythmic Gymnastics Coach	Learnership: Further Education and Training Certificate: Sports Coaching: Juniors/Beginners	4
	2019-143108	Facility Centre Manager	Riding School Manager, Golf Course Manager, Gymnasium Manager, Sport Stadium Manager, Leisure Centre Manager, Indoor Sports Centre, Manager (Squash, Tennis, Ten Pin Bowling etc.), Aquatic Centre Manager	Bursary and Internship	6
Tourism and Travel Services	2019-141201	Travel Consultant	Inbound Tour Manager, Travel Agent Representative, Travel Consolidator, Booking Travel Clerk, Travel Reservation Clerk, Travel Officer, Travel Arrangements Manager, Travel Agent, Travel Clerk, International Travel Consultant, Domestic Travel Consultant, Travel Wholesaler	Learnership: National Certificate - General Travel	5

Sub-Sector	OFO CODE	Occupation	SPECIALISATION/ ALTERNATIVE TITLE	Intervention	NQF Level
	2019-122101	Sales and Marketing Manager	Key Account Manager, Insurance Sales and Marketing Manager, Business Development Manager, Business Support Manager	Bursary and Internship	6
	2019-122105	Customer Service Manager	Client Services Advisor, Client Services Manager / Representative, Client Service Manager, Customer Services Engineer, Customer Care Manager / Representative	Skills Programme	3
	2019-333201	Events Manager	Functions Manager, Exhibition Organiser, Event Planner, Marketing Campaign Organiser, Conference and Event Organizer, Destination Manager, Government Protocol or Civic Event Organiser, Exhibition Director, Function Planner, Wedding Planner, Trade Fair Manager, Social/Life Cycle Coordinator, Conference Planner	Bursary and Internship	6
	2019-251102	Data Scientist	N/A	Bursary and Internship	7
	2019-431101	Accounts Clerk	Creditors Clerk, Accounts Payable or Receivable Clerk Debtors Clerk, Accounting Clerk, Account Coordinator / Controller, Billing Administrator / Representative / Officer, Assets Clerk / Coordinator, Ledger Clerk Audit Clerk, Settlement Clerk / Officer	Learnership	3
ALL	2019-862202	Handyperson	Handy Person, Hotel Yard person, Hotel Useful, Handy Man	Workplace (SIPS)	3
	2019-134903	Small Business Manager	Owner Manager, Entrepreneurial Business Manager	Bursary: Management Development programme	6

Sub-Sector	OFO CODE	Occupation	SPECIALISATION/ ALTERNATIVE TITLE	Intervention	NQF Level
ALL	2019-441903	Program or Project Administrators	Senior Officer, Project Programme Specialist, Support Officer, Project Coordinator, Course Coordinator, Administrator, Administration Officer, Assistant Secretary of The Cabinet, Strategic Support Officer, Project Corrections Operations Advisor / Coordinator, Programme / Project Coordinator, Project Planner, Project Controller, Project Advisor / Leader, Consents Officer / Clerk	Workplace (SIPS)	5
	2019-112101	Director (Organisation)	Managing Director (Enterprise / Organisation), Chief Executive Officer (CEO), Deemed (Shadow) Director, Company Director, Independent Non-executive Director, Managing Director, Senior / Lead Independent Non-Executive Director, Alternative Director, Non-executive Director, Executive Director	Bursary: Business Administration	7
ALL	2019-733201	Truck Driver (General)	Lorry Driver, Freight Operator, Livestock Hauler, Dumper Truck Driver, Tilt Tray Driver, Compactor Driver (Rubbish Collection), Logging Truck Driver, Road Train Driver, Cement Mixer Driver	Workplace (SIPS)	4

