



## Velile Supply Chain Projects & Consulting (Pty) Ltd

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# Further Education and Training Certificate: Generic Management: Manufacturing Control

## COURSE OUTLINE

### COURSE

<b>US ID</b>	:	<b>83989</b>
<b>US TITLE</b>	:	<b>Further Education and Training Certificate: Generic Management: Manufacturing Control</b>
<b>NQF LEVEL</b>	:	<b>4</b>
<b>CREDITS</b>	:	<b>150</b>

*\*Qualification against which Learning Programme is recorded: 57712*

### PURPOSE OF THE QUALIFICATION

This qualification is intended for junior managers of small organisations, junior managers of business units in medium and large organisations, or those aspiring to these positions. Junior managers include team leaders, supervisors, foremen and section heads.

### COURSE OUTLINE

#### Planning

- Information is analysed and presented according to organisational objectives and requirements.
- A plan is developed by using a systematic process.
- Tasks, resources, timeframes and measurement criteria are defined and aligned to meet organisational objectives.

#### Organising

- Methods, procedures and techniques to organise a work unit are applied in accordance with organisational requirements.
- The activities of the work unit are analysed and adjusted in order to align to the organisational strategies.
- Resources are allocated to achieve the developed plan.

#### Leading

- The principles of leadership are explained and applied within a work unit.
- The organisation's objectives and Standard Operating Procedures (SOPs) are analysed in order to determine the direction of work units.
- Knowledge of group dynamics is applied to build a team.

#### Controlling

- Work unit performance is measured against organisational objectives.



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- Corrective action is taken in response to performance variances in accordance with Standard Operating Procedures (SOPs).

### **Ethics**

- The concept of ethics is explained in terms of its influence on the activities of a work unit.
- The value of a code of ethics is explained in terms of its impact on decision making.
- Ethical decisions are made in the workplace.

