Name of document	PSETA Skills Programme Matrix
Version	2018
Purpose	To maintain a uniform and credible skills programmes matrix which is informed by the SSP and sector needs
Sources of Information	PSETA SSP; SAQA Qualifications and Unit Standards Documents with registration end date of 30 June 2023; Demand-Led requests from the Public Service Sector

PSETA SKILLS PROGRAMMES

Skills Programme Title	Project Manager (General) NQF 5			
Skills Programme Code	21/SP/2017 - 121905/100			
NQF Level	5			
Unit Standards ID	Unit Standards Title	NQF Level	Credits	Registration End Date
120303	Apply principles of risk management	5	8	2023/06/30
120385	Apply a range of project management tools and techniques	4	7	2023/06/30
120302	Prepare budgets for a specific sector	6	15	2023/06/30
	Total Credits		30	

Skills Programme Title	General Manager Public Service (Strategy) NQF 5			
Skills Programme Code	21/SP/2017 - 111202/101			
NQF Level	5			
Unit Standards ID	Unit Standards Title	NQF Level	Credits	Registration End Date
114879	Promote a productivity improvement strategy	5	10	2023/06/30
120311	Apply visionary leadership to develop strategy	5	10	2023/06/30
120307	Apply South African legislation and policy affecting public administration	5	10	2023/06/30
	Total Credits		30	

Skills Programme Title	General Clerk Public Service (Service Delivery) NQF 4			
Skills Programme Code	21/SP/2017 - 411101/102			
NQF Level	4			
Unit Standards ID	Unit Standards Title	NQF Level	Credits	Registration End Date
242901	Apply the principles of good customer service to achieve public service objectives	4	6	2023/06/30
242858	Demonstrate knowledge of and apply the Public Sector Code of Conduct in own work roles and context	3	4	2023/06/30
242903	Define overall public sector culture and values and apply to own work context	4	6	2023/06/30
242860	Apply the Batho Pele principles to own work role and context	3	4	2023/06/30
	Total Credits		20	

Skills Programme Title	General Manager Public Service (Planning)			
Skills Programme Code	21/SP/2017 - 111202/102			
NQF Level	5			
Unit Standards ID	Unit Standards Title	NQF Level	Credits	Registration End Date
120311	Apply visionary leadership to develop strategy	5	10	2023/06/30
	Total Credits		10	

Skills Programme Title	Finance Manager (Public Entities)			
Skills Programme Code	21/SP/2017 - 12101/101			
NQF Level	5			
Unit Standards ID	Unit Standards Title	NQF Level	Credits	Registration End Date
120360	Demonstrate understanding of financial and accounting principles for public entities	5	12	2023/06/30
	Total Credits		12	

Skills Programme Title	Project Coordinator			
Skills Programme Code	21/SP/2017 - 441903/101			
NQF Level	5			
Unit Standards ID	Unit Standards Title	NQF Level	Credits	Registration End Date
243824	Develop an integrated Project Management plan for a simple to moderately complex project	5	8	2023/07/01
	Total Credits		8	

Skills Programme Title	Employee Relations Manager (Conflict Management)			
Skills Programme Code	21/SP/2018 - 121201/103 - 6			
NQF Level	6			
Unit Standards ID	Unit Standards Title	NQF Level	Credits	Registration End Date
114226	Inteprete and manage conflicts within the workplace	5	8	2023/07/01
242919	Manage human resources in a public sector context	7	12	2023/07/02
	Total Credits		8	

Skills Programme Title	Project Manager (General DG1819) NQF 5			
Skills Programme Code	21/SP/121905/100			
NQF Level	5			
Unit Standards ID	Unit Standards Title	NQF Level	Credits	Registration End Date
120303	Apply principles of risk management	5	8	2023/06/30
120385	Apply a range of project management tools and techniques	4	7	2023/06/30
120302	Prepare budgets for a specific sector	6	15	2023/06/30
Total Credits			30	

Skills Programme Title	Project Manager (General DG1819) NQF 5			
Skills Programme Code	21/SP/121905/100			
NQF Level	5			
Unit Standards ID	Unit Standards Title	NQF Level	Credits	Registration End Date
120303	Apply principles of risk management	5	8	2023/06/30
120385	Apply a range of project management tools and techniques	4	7	2023/06/30
120302	Prepare budgets for a specific sector	6	15	2023/06/30

Skills Programme Title	General Manager Public Service (Strategy DG1819) NQF 5			
Skills Programme Code	21/SP/111202/200			
NQF Level	5			
Unit Standards ID	Unit Standards Title	NQF Level	Credits	Registration End Date
114879	Promote a productivity improvement strategy	5	10	2023/06/30
120311	Apply visionary leadership to develop strategy	5	10	2023/06/30
120307	Apply South African legislation and policy affecting public administration	5	10	2023/06/30
Total Credits			30	

Skills Programme Title	General Clerk Public Service (Service Delivery) NQF 4			
Skills Programme Code	21/SP/411101/300			
NQF Level	4			
Unit Standards ID	Unit Standards Title	NQF Level	Credits	Registration End Date
242901	Apply the principles of good customer service to achieve public service objectives	4	6	2023/06/30
242858	Demonstrate knowledge of and apply the Public Sector Code of Conduct in own work roles and context	3	4	2023/06/30
242903	Define overall public sector culture and values and apply to own work context	4	6	2023/06/30
242860	Apply the Batho Pele principles to own work role and context	3	4	2023/06/30
	Total Credits		**20**	

Skills Programme Title	General Clerk Public Service (Service Delivery) NQF 4			
Skills Programme Code	21/SP/411101/300			
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242860	Apply the Batho Pele principles to own work role and context	3	4	2023/06/30

Skills Programme Title	Employee Relations Manager (Conflict Management)			
Skills Programme Code	21/SP/2018 - 121201/103 - 6			
NQF Level	6			
Unit Standards ID	Unit Standards Title	NQF Level	Credits	Registration End Date
114226	Inteprete and manage conflicts within the workplace	5	8	2023/07/01
242919	Manage human resources in a public sector context	7	12	2023/07/02
	Total Credits		8	

Skills Programme Title	Employee Relations Manager (Conflict Management)			
Skills Programme Code	21/SP/2018 - 121201/103 - 6			
NQF Level	6			
Unit Standards ID	Unit Standards Title	NQF Level	Credits	Registration End Date
114226	Inteprete and manage conflicts within the workplace			
242919	Manage human resources in a public sector context			