



Business Skills Institute (Pty) Ltd
PO Box 1028
Stellenbosch
7599

Dear Cindee Groenewald

Accreditation as a provider of education and training: Delivery and assessment

Business Skills Institute (Pty) Ltd
Provider Accreditation Number: 557033

This is to certify that Business Skills Institute (Pty) Ltd is accredited by the BANKSETA Education and Training Quality Assurance body to fulfill the functions of an Education and training provider as contemplated in Regulation 13 of the ETQA Regulations of 1998 for the Qualifications and/or Unit standards that are listed in the scope as a Training provider.

If the programmes being presented are qualifications based, it is your responsibility as a BANKSETA accredited training provider to ensure that, your design and development of learning material, delivery of training and/or assessment tools are aligned to current qualifications registered on the National Qualifications Framework, as per the SAQA website. Failure to do so will affect your provider accreditation status.

The period of accreditation is from 2020/03/01 to 2025/03/01. The period of accreditation is also subject to BANKSETA's license as a Sectoral Education and Training authority being renewed with DHET.

The BANKSETA wishes to congratulate Business Skills Institute (Pty) Ltd on this achievement.

Yours sincerely

Charmaine Janisch
Quality Management – Manager

BANKSETA Gauteng (Head Office)

Building C2, Eco Origin Office Park
349 Witch-Hazel Avenue
Eco-Park Estate, Highveld
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Extension 68, Bendor
Polokwane

Registered assessor/s linked to your organisation

	Identifier	Surname	Name	Registration	
				From	To
1	BANK-A1708-531	Mapasure	Paul	2020/05/26	2023/05/26
2	BANK-A1811-549	Liebenberg	Christian	2021/12/27	2024/12/26
3	BANK-A1903-554	Jacobs	Elizabeth	2019/03/07	2022/03/06
4	BANK-A1504-219	Brown	Karin	2004/09/27	
5	BANK-A1504-237	Toefy	Mogamat	2004/08/04	
6	BANK-A1504-453	Marais	Charles	2018/07/05	2021/07/04
7	BANK-A1504-463	Franklin	Anna	2004/12/23	
8	BANK-A1504-202	Reghardt	Victor	2012/07/01	2015/07/01
9	BANK-A1504-390	Sassman	Craig	2021/10/07	2024/10/06
10	BANK-A1504-226	Swart	Johannes	2012/10/22	2015/10/22
11	BANK-A1504-439	Midlane	Olwyn	2021/11/02	2024/11/01
12	BANK-A1504-194	Shawe	Kariena	2020/02/19	2023/02/18
13	BANK-A1504-261	Slater	Sharon	2013/03/13	2016/03/12
14	BANK-A1504-224	Swart	Johannes	2013/03/13	2016/03/12
15	BANK-A1504-226	Chabudapasi	Takunda	2021/05/14	2024/05/13
16	BANK-A1504-242	Scott	Troye	2019/02/14	2022/02/13
17	BANK-A1504-295	Erasmus	Karel	2020/11/11	2023/11/11
18	BANK-A1702-495	Zabbia (VD Merwe)	Michelle	2013/08/22	2016/08/21
19	BANK-A1504-625	Swanepoel	Johan	2020/06/01	2023/06/01
20	BANK-A1504-284	Hartogh	Marco	2014/07/10	2017/07/09
21	BANK-A1504-237	Plaatjes	Wiston	2018/07/05	2021/07/04
22	BANK-A1504-221	Koen	Marilize	2017/11/23	2020/11/22
23	BANK-A1504-362	Brooks	Megan	2014/10/06	2017/10/05
24	BANK-A1504-581	De Waal	Alida	2022/08/22	2025/08/21
25	BANK-A1504-168	Love	Catherine	2020/12/09	2023/12/09
26	BANK-A1702-509	Smith	Tania	2020/03/02	2023/03/02
27	BANK-A1702-509	Munyakwi	Julius	2021/03/10	2024/03/09
28	BANK-A1708-530	Williamson	Maria	2020/08/20	2023/08/20
29	BANK-A1510-515	Murindagomo	Dilen	2021/04/15	2024/04/14
30	BANK-A1510-515	Govender	Dolly	2021/09/01	2024/08/31
31	BANK-A1512-516	Peters	Maxine	2021/10/11	2024/10/10
32	BANK-A1601-517	Reddy	Kashani	2022/04/25	2025/04/24
33	BANK-A1504-256	Schwab	Theresa	2009/01/16	2012/01/16
34	BANK-A1504-412	Le Grange	Michelle	2002/09/30	
35	BANK-A1504-434	Abbas	Dilene		
36	BANK-A1504-567	Olivier	Andre	2010/02/22	2013/02/21
37	BANK-A1612-524	Connor	Janine	2019/09/16	2022/09/15
38	BANK-A1805-542	NAIDOO	SIVAGAMI	2020/10/14	2023/10/14
39	BANK-A1903-556	Teffo	Pauline	2019/03/27	2022/03/26

Registered moderator/s linked to your organisation

	Identifier	Last Name	Name	Registration	
				From	To
1	M-BANK5247	Connor	Janine	2019/09/16	2022/09/15
2	M-BANK5339	Nel	Hendrik	2020/10/12	2023/10/12

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3	M-BANK5543	Jacobs	Elizabeth	2019/07/03	2022/07/02
4	221	Koen	Marilize	2017/11/23	2020/11/22
5	228	Hartogh	Marco	2014/07/14	2017/07/13
6	53	De Waal	Alida	2022/08/22	2025/08/21
7	113	Slater	Sharon	2022/07/11	2025/07/10
8	128	Groenewald	Catharina	2013/09/02	2016/09/01
9	11	Erasmus	Karel	2020/11/11	2023/11/11
10	98	Shawe	Kariena	2020/02/19	2023/02/18
11	M-BANK5201	Shawe	Kariena	2016/05/31	2019/05/31

Qualification/s linked to your organisation

Qualification ID	Title	Provision date		
		From	To	
1	20184	National Certificate: Banking	2020/03/01	2023/06/30
	Qualification linked status	Fully accredited training provider		
	ETQA approval number:	LGRS-01-76-161208		
2	20185	Further Education and Training Certificate: Banking	2020/03/01	2023/06/30
	Qualification linked status	Fully accredited training provider		
	ETQA approval number:	BANK-01-76180817		
3	20334	Diploma: Treasury: International Banking	2020/03/01	2012/06/30
	Qualification linked status	Fully accredited training provider		
	ETQA approval number:	LGRS-01-76-180917		
4	23433	Further Education and Training Certificate: Micro Finance	2020/03/01	2023/06/30
	Qualification linked status	Fully accredited training provider		
	ETQA approval number:	LGRS-01-76-161208		
5	23453	National Certificate: Micro Finance	2020/03/01	2023/06/30
	Qualification linked status	Fully accredited training provider		
	ETQA approval number:	LGRS-01-76-161125		
6	61589	National Certificate: Banking (61589)	2020/03/01	2023/06/30
	Qualification linked status	Fully accredited training provider		
	ETQA approval number:	BANK-01-76190520		
7	96099	National Certificate: Generic Management: Customer Management: Banking	2020/03/01	2025/03/01
	Qualification linked status	Fully accredited training provider		
	ETQA approval number:	BANK-01-76220215		
8	96100	National Certificate: Generic Management: General Management: Banking	2020/03/01	2023/06/30
	Qualification linked status	Fully accredited training provider		
	ETQA approval number:	BANK-01-76170627		
9	96101	National Certificate: Generic Management: Skills Development Management: Banking	2020/03/01	2025/03/01
	Qualification linked status	Fully accredited training provider		
	ETQA approval number:	BANK-01-76220215		
10	96102	National Certificate: Generic Management: Strategic Management: Banking	2020/03/01	2025/03/01
	Qualification linked status	Fully accredited training provider		
	ETQA approval number:	BANK-01-76220215		

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Skills Programmes /s linked to your organisation

	Skills Programme ID	Title	Provision date	
			From	To
1	SP557/2017/431	Personal and Business Finance	2020/01/22	2023/06/30
	SP linked status	Fully accredited training provider		
	ETQA approval number:	BANK-01-76171116		
2	SP557/2017/422	Financial Services: Understanding Your Business	2020/01/22	2023/06/30
	SP linked status	Fully accredited training provider		
	ETQA approval number:	BANK-01-76171116		
3	SP557/2017/423	Organisational/Team Wellness and Ethics	2020/01/22	2023/06/30
	SP linked status	Fully accredited training provider		
	ETQA approval number:	BANK-01-76171116		
4	SP557/2017/424	Team Leadership	2020/01/22	2023/06/30
	SP linked status	Fully accredited training provider		
	ETQA approval number:	BANK-01-76171116		
5	SP557/2017/432	Project Management	2020/01/22	2023/06/30
	SP linked status	Fully accredited training provider		
	ETQA approval number:	BANK-01-76171116		
6	SP557/2017/433	Change and Innovation	2020/01/22	2023/06/30
	SP linked status	Fully accredited training provider		
	ETQA approval number:	BANK-01-76171116		
7	SP557/2017/434	Knowledge Management	2020/01/22	2023/06/30
	SP linked status	Fully accredited training provider		
	ETQA approval number:	BANK-01-76171116		
8	SP557/2017/435	Risk Management	2020/01/22	2023/06/30
	SP linked status	Fully accredited training provider		
	ETQA approval number:	BANK-01-76171116		
9	SP557/2017/436	Financial Management and Economics	2020/01/22	2023/06/30
	SP linked status	Fully accredited training provider		
	ETQA approval number:	BANK-01-76171116		
10	SP557/2017/425	Conflict Management & Communication	2020/01/22	2023/06/30
	SP linked status	Fully accredited training provider		
	ETQA approval number:	BANK-01-76171116		
11	SP557/2017/427	Performance Management	2020/01/22	2023/06/30
	SP linked status	Fully accredited training provider		
	ETQA approval number:	BANK-01-76171116		
12	SP557/2017/428	People Development & Coaching	2020/01/22	2023/06/30
	SP linked status	Fully accredited training provider		
	ETQA approval number:	BANK-01-76171116		
13	SP557/2017/429	Diversity and Workplace Relationships	2020/01/22	2023/06/30
	SP linked status	Fully accredited training provider		
	ETQA approval number:	BANK-01-76171116		
14	SP557/2017/430	Operations Management & Decision Making	2020/01/22	2023/06/30
	SP linked status	Fully accredited training provider		
	ETQA approval number:	BANK-01-76171116		
15	20332	Diploma: Marketing		
	SP linked status			
	ETQA approval number:			

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16	SP557/2005/16	Develop Repayment Policies and Procedures	2020/01/22	2023/06/30
	SP linked status	Fully accredited training provider		
	ETQA approval number:	BANK-01-76150827		
17	SP557/2005/17	Manage Loan Portfolios	2020/01/22	2023/06/30
	SP linked status	Fully accredited training provider		
	ETQA approval number:	BANK-01-76150827		
18	SP557/2005/18	Collect and Administer Loans	2020/01/22	2023/06/30
	SP linked status	Fully accredited training provider		
	ETQA approval number:	BANK-01-76150827		
19	SP557/2005/19	Process the Loan	2020/01/22	2023/06/30
	SP linked status	Fully accredited training provider		
	ETQA approval number:	BANK-01-76150827		
20	SP557/2007/150	Credit Assessment Practices and Methodologies	2020/01/22	2023/06/30
	SP linked status	Fully accredited training provider		
	ETQA approval number:	BANK-01-76150827		
21	SP557/2007/151	Credit Control and Collections	2020/01/22	2023/06/30
	SP linked status	Fully accredited training provider		
	ETQA approval number:	BANK-01-76150827		
22	SP557/2007/152	Marketing for Credit Providers	2020/01/22	2023/06/30
	SP linked status	Fully accredited training provider		
	ETQA approval number:	BANK-01-76150827		
23	SP557/2007/153	Financial Skills for Credit Providers	2020/01/22	2023/06/30
	SP linked status	Fully accredited training provider		
	ETQA approval number:	LGRS-01-76-150827		
24	SP557/2007/156	Fraud Prevention and Monitoring	2020/01/22	2023/06/30
	SP linked status	Fully accredited training provider		
	ETQA approval number:	BANK-01-76150827		
25	SP557/2007/157	An Introduction To Credit Management	2020/01/22	2023/06/30
	SP linked status	Fully accredited training provider		
	ETQA approval number:	BANK-01-76150827		
26	SP557/2008/166	The Legal Framework for consumer credit management	2020/01/22	2023/06/30
	SP linked status	Fully accredited training provider		
	ETQA approval number:	BANK-01-76150827		
27	SP557/2008/167	Managing service providers in a credit environment	2020/01/22	2023/06/30
	SP linked status	Fully accredited training provider		
	ETQA approval number:	BANK-01-76150827		
28	SP557/2008/203	TEBA Bank - Credit Compliance Training Programme	2020/01/22	2023/06/30
	SP linked status	Fully accredited training provider		
	ETQA approval number:	BANK-01-76150827		
29	SP557/2008/204	TEBA Bank - Credit Foundation Training Programme	2020/01/22	2023/06/30
	SP linked status	Fully accredited training provider		
	ETQA approval number:	BANK-01-76150827		
30	SP557/2009/212	Develop Administration procedures in a micro-finance company	2020/01/22	2023/06/30
	SP linked status	Fully accredited training provider		
	ETQA approval number:	BANK-01-76150827		

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31	SP557/2009/224	Fundamentals for Developing Managers	2020/01/22	2023/06/30
	SP linked status	Fully accredited training provider		
	ETQA approval number:	BANK-01-76150827		
32	SP557/2013/248	Sales Excellence Programme for Loan Consultants	2020/01/22	2023/06/30
	SP linked status	Fully accredited training provider		
	ETQA approval number:	BANK-01-76150827		
33	SP557/2013/249	Coaching Excellence	2020/01/22	2023/06/30
	SP linked status	Fully accredited training provider		
	ETQA approval number:	BANK-01-76150827		
34	SP557/2014/263	Customer Service	2020/01/22	2023/06/30
	SP linked status	Fully accredited training provider		
	ETQA approval number:	LGRS-01-76-150827		
35	SP557/2014/265	Provide Customer Service in an Organisation	2020/01/22	2023/06/30
	SP linked status	Fully accredited training provider		
	ETQA approval number:	BANK-01-76150827		
36	SP557/2014/266	Effective Presentations	2020/01/22	2023/06/30
	SP linked status	Fully accredited training provider		
	ETQA approval number:	BANK-01-76150827		
37	SP557/2014/268	Graphical User Interface to Solve a Problem	2020/01/22	2023/06/30
	SP linked status	Fully accredited training provider		
	ETQA approval number:	BANK-01-76150827		
38	SP557/2014/269	Management Development Programme	2020/01/22	2023/06/30
	SP linked status	Fully accredited training provider		
	ETQA approval number:	BANK-01-76150827		
39	SP557/2014/270	Introduction to Project Management	2020/01/22	2023/06/30
	SP linked status	Fully accredited training provider		
	ETQA approval number:	BANK-01-76150827		
40	SP557/2014/271	Supervising a Customer Service Orientated Office-Based Environment	2020/01/22	2023/06/30
	SP linked status	Fully accredited training provider		
	ETQA approval number:	BANK-01-76150827		
41	SP557/2014/276	CollectAbility	2020/01/22	2023/06/30
	SP linked status	Fully accredited training provider		
	ETQA approval number:	BANK-01-76171116		
42	SP557/2015/282	Produce Word Processing Documents for a Business	2020/01/22	2023/06/30
	SP linked status	Fully accredited training provider		
	ETQA approval number:	LGRS-01-76-171004		

Unit Standard/s linked to your organisation

Unit Standard	ID Title	Provision date		
		From	To	
1	7105	Capture banking-related entries onto a system	2020/03/01	2023/06/30
	ETQA approval number:	LGRS-US-76-180829		
2	7107	Trace banking-related entries on behalf of other parties	2020/03/01	2023/06/30
	ETQA approval number:			
3	7109	Handle rejected money transfers in a banking environment	2020/03/01	2023/06/30
	ETQA approval number:			

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4	7112	Process banking transaction record reports	2020/03/01	2023/06/30
		ETQA approval number:		
5	7113	Process exceptions on value and data exception reports within the banking environment	2020/03/01	2023/06/30
		ETQA approval number:		
6	7115	Produce copies of bank statements on the customer's behalf	2020/03/01	2023/06/30
		ETQA approval number:		
7	7116	Ensure the correctness of internal bank vouchers	2020/03/01	2023/06/30
		ETQA approval number:		
8	7118	Process cash requisitions from customers for salaries and wages in a banking environment	2020/03/01	2023/06/30
		ETQA approval number:		
9	7119	Control note and specie orders and clearances within the banking environment	2020/03/01	2023/06/30
		ETQA approval number:		
10	7121	Transfer monies to and from the treasury in a banking environment	2020/03/01	2023/06/30
		ETQA approval number:		
11	7125	Control bulk cash teller operations in a banking environment	2020/03/01	2023/06/30
		ETQA approval number:		
12	7127	Process rejected and missing banking-related items	2020/03/01	2025/03/01
		ETQA approval number:		
13	7128	Control the processing of missing and rejected items within a banking environment	2020/03/01	2023/06/30
		ETQA approval number:		
14	7130	Attend to special clearance items within the banking environment	2020/03/01	2023/06/30
		ETQA approval number: LGRS-US-76-180829		
15	7131	Process unpaid, late unpaid and rejected cheques in a banking environment	2020/03/01	2023/06/30
		ETQA approval number:		
16	7133	Check non-MICR (Magnetic Ink Character Recognition) customer vouchers in a banking environment	2020/03/01	2023/06/30
		ETQA approval number:		
17	7135	Scrutinise vouchers for banking-related technical irregularities within the banking environment	2020/03/01	2023/06/30
		ETQA approval number:		
18	7136	Sort and image cheques and vouchers in a banking environment	2020/03/01	2023/06/30
		ETQA approval number:		
19	7137	Operate sort machinery within the banking environment	2020/03/01	2023/06/30
		ETQA approval number:		
20	7139	Control a suite of ATMs (Automated Teller Machines)	2020/03/01	2023/06/30
		ETQA approval number:		
21	7141	Investigate banking-related claims on behalf of the branch	2020/03/01	2023/06/30
		ETQA approval number:		
22	7142	Contact a bank customer in the event of a possible loss	2020/03/01	2023/06/30
		ETQA approval number:		
23	7143	Follow banking procedures to resolve a loss	2020/03/01	2023/06/30
		ETQA approval number:		
24	7145	Attempt to recover a banking-related loss from a customer	2020/03/01	2023/06/30
		ETQA approval number: LGRS-US-76-180829		

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25	7146	Authorise and release foreign exchange payments in a banking environment	2020/03/01	2023/06/30
		ETQA approval number: LGRS-US-76-180829		
26	7147	Reconcile Nostro and Vostro accounts	2020/03/01	2023/06/30
		ETQA approval number:		
27	7150	Capture mortgage loan application details in a banking environment	2020/03/01	2023/06/30
		ETQA approval number:		
28	7152	Provide, on request, mortgage loan information in a banking environment	2020/03/01	2023/06/30
		ETQA approval number:		
29	7153	Prepare and finalise finance documentation for safekeeping in a banking environment	2020/03/01	2023/06/30
		ETQA approval number:		
30	7155	Effect and finalise instructions to close finance accounts in a banking environment	2020/03/01	2023/06/30
		ETQA approval number:		
31	7164	Administer instructions to instate or cancel insurance cover on a moveable asset based account in a banking environment	2020/03/01	2023/06/30
		ETQA approval number: LGRS-US-76-180829		
32	7166	Administer instructions to release original securities from custodianship in a banking environment	2020/03/01	2023/06/30
		ETQA approval number: LGRS-US-76-180829		
33	7167	Ensure and maintain the validity of securities in custodianship in a banking environment	2020/03/01	2023/06/30
		ETQA approval number:		
34	7169	Administer requests to re-issue credit cards in a banking environment	2020/03/01	2023/06/30
		ETQA approval number: LGRS-US-76-180829		
35	7170	Effect and Monitor the release of credit cards to cardholders in a banking environment	2020/03/01	2023/06/30
		ETQA approval number:		
36	7172	Adhere to the fundamental legal requirements when taking in and processing documents for opening and operating a banking account for an individual, sole proprietorship and a partnership	2020/03/01	2023/06/30
		ETQA approval number: LGRS-US-76-180829		
37	7174	Adhere to the legal requirements relating to negotiable instruments in a banking environment	2020/03/01	2023/06/30
		ETQA approval number: LGRS-US-76-180829		
38	7175	Provide customer service in a banking environment	2020/03/01	2023/06/30
		ETQA approval number:		
39	7177	Attend to customer enquiries face-to-face and on the telephone in a banking environment	2020/03/01	2023/06/30
		ETQA approval number:		
40	7179	Provide banking-related customer service in given situations	2020/03/01	2023/06/30
		ETQA approval number:		
41	7181	Administer applications for credit card products in a banking environment	2020/03/01	2023/06/30
		ETQA approval number: LGRS-US-76-180829		
42	7182	Process electronic banking-related reports	2020/03/01	2023/06/30
		ETQA approval number:		
43	7184	Monitor cash centre reports and accounts in a banking environment	2020/03/01	2023/06/30
		ETQA approval number:		

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44	7187	Resolve rejected foreign exchange items and SWIFT (Society for World-wide Inter-bank Financial Telecommunication) messages	2020/03/01	2023/06/30
ETQA approval number:				
45	7189	Administer payment of the proceeds of a mortgage loan in a banking environment	2020/03/01	2023/06/30
ETQA approval number:				
46	7190	Authorise mortgage loan payments in a banking environment	2020/03/01	2023/06/30
ETQA approval number:				
47	7192	Effect and finalise mortgage loan cancellation instructions in a banking environment	2020/03/01	2023/06/30
ETQA approval number:				
48	7193	Rectify irregularities on mortgage loan records in a banking environment	2020/03/01	2023/06/30
ETQA approval number:				
49	7196	Administer post-registration changes to a mortgaged property in a banking environment	2020/03/01	2023/06/30
ETQA approval number:				
50	7201	Administer amendments to finance accounts in a banking environment	2020/03/01	2023/06/30
ETQA approval number:				
51	7203	Investigate and resolve irregularities on finance records in a banking environment	2020/03/01	2023/06/30
ETQA approval number:				
52	7204	Adhere to the fundamental legal requirements when taking in and processing documents for opening and operating a banking account for a Corporate	2020/03/01	2023/06/30
ETQA approval number:				
53	7205	Adhere to the legal requirements when taking in and processing documents for opening and operating a banking account for a Club or Association or Trust	2020/03/01	2023/06/30
ETQA approval number:				
54	7219	Respond to customer requests in a banking environment	2020/03/01	2023/06/30
ETQA approval number:				
55	7221	Process customer ATM (Automated Teller Machine) card requests	2020/03/01	2023/06/30
ETQA approval number:				
56	7222	Maintain and monitor investment bank accounts	2020/03/01	2023/06/30
ETQA approval number:				
57	7223	Provide banking-related information services	2020/03/01	2023/06/30
ETQA approval number:				
58	7224	Manage physical security risks during branch operations in a banking environment	2020/03/01	2023/06/30
ETQA approval number:				
59	7225	Control and manage cash and security documents in the branch of a bank	2020/03/01	2023/06/30
ETQA approval number:				
60	7226	Identify credit risks when preparing and recommending new proposals in a banking environment	2020/03/01	2023/06/30
ETQA approval number: BANK76181126				
61	7231	Establish a personal banking customer's financial situation	2020/03/01	2023/06/30
ETQA approval number:				
62	7234	Conduct an analysis of a personal banking customer's financial position	2020/03/01	2023/06/30
ETQA approval number:				

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63	7236	Open a savings or transmission account for a personal banking customer	2020/03/01	2023/06/30
		ETQA approval number:		
64	7237	Provide a standard credit-based solution for a personal banking customer	2020/03/01	2023/06/30
		ETQA approval number: BANK76181126		
65	7240	Provide standard home loan finance for a personal banking customer	2020/03/01	2023/06/30
		ETQA approval number:		
66	7242	Provide the personal banking customer with a standard, asset-based financial solution	2020/03/01	2023/06/30
		ETQA approval number:		
67	7244	Provide a standard investment solution for a personal banking customer	2020/03/01	2023/06/30
		ETQA approval number:		
68	7246	Provide a banking-related basic financial solution involving foreign exchange	2020/03/01	2023/06/30
		ETQA approval number:		
69	7247	Provide a banking-related standard credit-based solution to meet a small to medium business need	2020/03/01	2023/06/30
		ETQA approval number:		
70	7250	Provide a banking-related standard investment solution to meet a small to medium business need	2020/03/01	2023/06/30
		ETQA approval number:		
71	7252	Understand and keep abreast of daily economic market influences in a treasury in a banking environment	2020/03/01	2023/06/30
		ETQA approval number:		
72	7254	Establish and develop banking sales client relationships	2020/03/01	2023/06/30
		ETQA approval number: BANK76181126		
73	7255	Communicate banking product information and provide product support to sales clients	2020/03/01	2023/06/30
		ETQA approval number: BANK76181119		
74	7257	Operate systems to accommodate the defined situation within a treasury within a banking environment	2020/03/01	2023/06/30
		ETQA approval number:		
75	7258	Issue certificates of balances and tax certificate in a banking environment	2020/03/01	2023/06/30
		ETQA approval number:		
76	7316	Educate a customer on bank products and services	2020/03/01	2023/06/30
		ETQA approval number: BANK76190520		
77	7334	Perform external sales process for a bank product	2020/03/01	2023/06/30
		ETQA approval number: BANK76151116		
78	7340	Manage Business Continuity Risks in a banking environment	2020/03/01	2023/06/30
		ETQA approval number: BANK76190520		
79	7345	Determine the banking-related financial needs of a business	2020/03/01	2023/06/30
		ETQA approval number: BANK76190520		
80	7356	Provide sales related services within the banking sector	2020/03/01	2023/06/30
		ETQA approval number: BANK76190520		
81	7396	Present a banking-related financial solution to a business client for consideration	2020/03/01	2023/06/30
		ETQA approval number: BANK76190520		
82	7456	Use mathematics to investigate and monitor the financial aspects of personal, business and national issues	2020/03/01	2023/06/30
		ETQA approval number:		

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83	7468	Use mathematics to investigate and monitor the financial aspects of personal, business, national and international issues	2020/03/01	2023/06/30
		ETQA approval number:		
84	7567	Produce and use spreadsheets for business	2020/03/01	2023/06/30
		ETQA approval number: BANK76151207		
85	7570	Produce word processing documents for business	2020/03/01	2023/06/30
		ETQA approval number: BANK76151207		
86	7575	Produce presentation documents for business	2020/03/01	2023/06/30
		ETQA approval number: BANK76151207		
87	7782	Analyse a business and determine the way it functions	2020/03/01	2023/06/30
		ETQA approval number:		
88	7784	Communicate in a business environment	2020/03/01	2023/06/30
		ETQA approval number:		
89	7785	Function in a business environment	2020/03/01	2023/06/30
		ETQA approval number:		
90	7790	Process incoming and outgoing telephone calls	2020/03/01	2023/06/30
		ETQA approval number:		
91	7821	Develop self within the job role	2020/03/01	2023/06/30
		ETQA approval number:		
92	7865	Improve service to customers	2020/03/01	2023/06/30
		ETQA approval number: LGRS-US-76-170209		
93	7880	Prepare, implement, manage and control budgets	2020/03/01	2023/06/30
		ETQA approval number: BANK76190520		
94	8962	Maintain and adapt oral communication	2020/03/01	2023/06/30
		ETQA approval number:		
95	8963	Access and use information from texts	2020/03/01	2023/06/30
		ETQA approval number:		
96	8968	Accommodate audience and context needs in oral communication	2020/03/01	2023/06/30
		ETQA approval number:		
97	8969	Interpret and use information from texts	2020/03/01	2023/06/30
		ETQA approval number:		
98	8970	Write texts for a range of communicative contexts	2020/03/01	2023/06/30
		ETQA approval number:		
99	8971	Analyse and respond to a variety of literary texts	2020/03/01	2023/06/30
		ETQA approval number: LGRS-US-76-151207		
100	8972	Interpret a variety of literary texts	2020/03/01	2023/06/30
		ETQA approval number:		
101	8974	Engage in sustained oral communication and evaluate spoken texts	2020/03/01	2023/06/30
		ETQA approval number:		
102	8975	Read analyse and respond to a variety of texts	2020/03/01	2023/06/30
		ETQA approval number:		
103	8976	Write for a wide range of contexts	2020/03/01	2023/06/30
		ETQA approval number:		
104	8977	Evaluate literary texts	2020/03/01	2023/06/30
		ETQA approval number:		
105	8979	Use language and communication in occupational learning programmes	2020/03/01	2023/06/30
		ETQA approval number:		

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106	9010	Demonstrate an understanding of the use of different number bases and measurement units and an awareness of error in the context of relevant calculations	2020/03/01	2023/06/30
		ETQA approval number:		
107	9012	Investigate life and work related problems using data and probabilities	2020/03/01	2023/06/30
		ETQA approval number:		
108	9013	Describe, apply, analyse and calculate shape and motion in 2-and 3-dimensional space in different contexts	2020/03/01	2023/06/30
		ETQA approval number:		
109	9015	Apply knowledge of statistics and probability to critically interrogate and effectively communicate findings on life related problems	2020/03/01	2023/06/30
		ETQA approval number:		
110	9016	Represent analyse and calculate shape and motion in 2-and 3-dimensional space in different contexts	2020/03/01	2023/06/30
		ETQA approval number:		
111	9268	Manage basic personal finance	2020/03/01	2023/06/30
		ETQA approval number: BANK76150915		
112	9960	Communicate verbally and non-verbally in the workplace	2020/03/01	2023/06/30
		ETQA approval number:		
113	10011	Work as a member of a marketing team	2020/03/01	2023/06/30
		ETQA approval number:		
114	10012	Meet marketing performance standards	2020/03/01	2023/06/30
		ETQA approval number:		
115	10013	Identify and utilise marketing resources to meet objectives	2020/03/01	2023/06/30
		ETQA approval number:		
116	10014	Describe features, advantages and benefits of a range of products	2020/03/01	2023/06/30
		ETQA approval number: BANK76181119		
117	10015	Identify customers of the business	2020/03/01	2023/06/30
		ETQA approval number: BANK76181126		
118	10016	Demonstrate an understanding of product positioning	2020/03/01	2023/06/30
		ETQA approval number:		
119	10017	Comply with legal requirements and understand implications	2020/03/01	2023/06/30
		ETQA approval number:		
120	10018	Deal with brand, product and service promotions	2020/03/01	2023/06/30
		ETQA approval number:		
121	10019	Demonstrate an understanding of the target market	2020/03/01	2023/06/30
		ETQA approval number:		
122	10020	Demonstrate an understanding of the competitive environment	2020/03/01	2023/06/30
		ETQA approval number: BANK76181119		
123	10021	Instil in myself a personal marketing culture	2020/03/01	2023/06/30
		ETQA approval number:		
124	10022	Comply with organisational ethics	2020/03/01	2023/06/30
		ETQA approval number:		
125	10023	Identify internal and external stakeholders	2020/03/01	2023/06/30
		ETQA approval number:		
126	10024	Liaise with a range of customers of a business	2020/03/01	2023/06/30
		ETQA approval number:		

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127	10025	Handle a range of customer complaints	2020/03/01	2023/06/30
		ETQA approval number:		
128	10026	Identify expertise and resources	2020/03/01	2023/06/30
		ETQA approval number:		
129	10027	Monitor marketing information flow and collect process marketing data	2020/03/01	2023/06/30
		ETQA approval number:		
130	10028	Follow sampling requirements	2020/03/01	2023/06/30
		ETQA approval number:		
131	10029	Attend briefing and return work on deadline	2020/03/01	2023/06/30
		ETQA approval number:		
132	10030	Record raw data	2020/03/01	2023/06/30
		ETQA approval number:		
133	10031	Edit, Code and Capture data	2020/03/01	2023/06/30
		ETQA approval number:		
134	10032	Demonstrate an understanding of and define the nature, role and history of marketing communication	2020/03/01	2023/06/30
		ETQA approval number:		
135	10033	Demonstrate an understanding of ethical, cultural and legal issues in marketing communication	2020/03/01	2023/06/30
		ETQA approval number:		
136	10034	Demonstrate an understanding of and define integrated marketing communications and its role	2020/03/01	2023/06/30
		ETQA approval number:		
137	10038	Conduct follow-up with customers to evaluate satisfaction levels	2020/03/01	2023/06/30
		ETQA approval number:		
138	10045	Identify product features, advantages and benefits to the customer	2020/03/01	2025/03/01
		ETQA approval number:		
139	10050	Integrate marketing plans with business process	2020/03/01	2023/06/30
		ETQA approval number:		
140	10056	Analyse and interpret data and marketing information	2020/03/01	2023/06/30
		ETQA approval number:		
141	10064	Investigate and explain marketing communications concepts	2020/03/01	2023/06/30
		ETQA approval number:		
142	10119	Process reimbursement authorisation	2020/03/01	2023/06/30
		ETQA approval number:		
143	10120	Manage Foreign Currency Accounts	2020/03/01	2023/06/30
		ETQA approval number:		
144	10121	Authorise and release reimbursement payments	2020/03/01	2023/06/30
		ETQA approval number:		
145	10122	Authorise and release forward exchange contracts	2020/03/01	2023/06/30
		ETQA approval number:		
146	10125	Process forward exchange contracts	2020/03/01	2023/06/30
		ETQA approval number:		
147	10127	Process Foreign Finance Loans	2020/03/01	2023/06/30
		ETQA approval number:		
148	10128	Process import letters of credit	2020/03/01	2023/06/30
		ETQA approval number:		

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149	10129	Authorise and release an import letter of credit/amendment	2020/03/01	2023/06/30
		ETQA approval number:		
150	10130	Process export letters of credit	2020/03/01	2023/06/30
		ETQA approval number:		
151	10140	Apply a range of project management tools	2020/03/01	2023/06/30
		ETQA approval number:		
152	10170	Demonstrate understanding of employment relations in an organisation	2020/03/01	2023/06/30
		ETQA approval number:		
153	10955	Foster and maintain customer relations	2020/03/01	2023/06/30
		ETQA approval number:		
154	10978	Recruit and select candidates to fill defined positions	2020/03/01	2023/06/30
		ETQA approval number:		
155	11235	Maintain effective working relationships with other members of staff	2020/03/01	2023/06/30
		ETQA approval number:		
156	11903	Co-ordinate the development and implementation of organisational social responsibility strategies	2020/03/01	2023/06/30
		ETQA approval number:		
157	11904	Develop and establish a disciplinary policy and procedure	2020/03/01	2023/06/30
		ETQA approval number:		
158	11911	Manage individual careers	2020/03/01	2025/03/01
		ETQA approval number:		
159	12140	Recruit and select candidates to fill defined positions	2020/03/01	2023/06/30
		ETQA approval number: BANK76190205		
160	12153	Use the writing process to compose texts required in the business environment	2020/03/01	2023/06/30
		ETQA approval number: BANK76150915		
161	12433	Use communication techniques effectively	2020/03/01	2025/03/01
		ETQA approval number: BANK76190205		
162	12735	Establish the security cover over the factoring liability provided by debtors in factoring	2020/03/01	2023/06/30
		ETQA approval number:		
163	12736	Demonstrate knowledge and understanding of factoring as a lending vehicle	2020/03/01	2023/06/30
		ETQA approval number:		
164	12737	Demonstrate a knowledge and understanding of the specific risks related to factoring as a lending vehicle	2020/03/01	2023/06/30
		ETQA approval number:		
165	12738	Establish the collectable value of a business` debtor`s book	2020/03/01	2023/06/30
		ETQA approval number:		
166	12740	Report findings of debtor administration review to inform future credit decisions	2020/03/01	2023/06/30
		ETQA approval number:		
167	12741	Calculate advance against offer of invoices presented for discounting	2020/03/01	2023/06/30
		ETQA approval number:		
168	12742	Demonstrate a knowledge and understanding of the requirements of import and export factoring for discounting	2020/03/01	2023/06/30
		ETQA approval number:		
169	12743	Demonstrate knowledge and understanding of a factoring agreement	2020/03/01	2023/06/30
		ETQA approval number:		

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170	12744	Identify factorable invoices	2020/03/01	2023/06/30
		ETQA approval number:		
171	12745	Demonstrate knowledge and understanding of accounting practice and procedures associated with the collection of debts	2020/03/01	2023/06/30
		ETQA approval number:		
172	12746	Manage the operational aspects of the factoring relationship with supplier	2020/03/01	2023/06/30
		ETQA approval number:		
173	12747	Take on a business' debtor's book in full	2020/03/01	2023/06/30
		ETQA approval number:		
174	12749	Process and administer financial applications for movable assets (personal)	2020/03/01	2023/06/30
		ETQA approval number:		
175	12750	Manage security documentation in an asset based financing environment	2020/03/01	2023/06/30
		ETQA approval number:		
176	12752	Manage the legal and administrative process for the collection of arrears within an asset banking environment	2020/03/01	2023/06/30
		ETQA approval number:		
177	12753	Carry out asset based financing activities on the computer system	2020/03/01	2023/06/30
		ETQA approval number:		
178	12754	Prepare vehicle financing proposals and documentation	2020/03/01	2023/06/30
		ETQA approval number:		
179	12755	Terminate and refinance leases in an asset based banking environment	2020/03/01	2023/06/30
		ETQA approval number:		
180	12756	Process and administer financial applications for movable assets (corporate)	2020/03/01	2023/06/30
		ETQA approval number:		
181	12757	Demonstrate an understanding of the legal and professional requirements pertaining to the asset based financing environment	2020/03/01	2023/06/30
		ETQA approval number:		
182	12758	Perform basic mathematical calculations in a banking environment	2020/03/01	2023/06/30
		ETQA approval number:		
183	12759	Provide after-sales customer service in an Asset Based Financing environment	2020/03/01	2023/06/30
		ETQA approval number:		
184	12760	Manage pre-legal collections in an asset based financing environment	2020/03/01	2023/06/30
		ETQA approval number:		
185	12763	Administer a Floorplan facility and Inspections in an Asset Based Financing environment	2020/03/01	2023/06/30
		ETQA approval number:		
186	13304	Present options to a borrower concerning affordability of mortgage finance	2020/03/01	2023/06/30
		ETQA approval number:		
187	13307	Demonstrate knowledge and understanding of the technical functionality of the sorting machinery and process	2020/03/01	2023/06/30
		ETQA approval number:		
188	13322	Operate a note sorting machine	2020/03/01	2023/06/30
		ETQA approval number:		

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189	13375	Perform basic forex market calculations	2020/03/01	2023/06/30
		ETQA approval number:		
190	13376	Demonstrate an understanding of the core concepts of the money market	2020/03/01	2023/06/30
		ETQA approval number:		
191	13379	Calculate Interest using the Basic Mathematics of Interest Rates	2020/03/01	2023/06/30
		ETQA approval number:		
192	13380	Identify and explain different types of derivatives	2020/03/01	2023/06/30
		ETQA approval number:		
193	13381	Demonstrate an understanding of the core concepts of the equities market	2020/03/01	2023/06/30
		ETQA approval number:		
194	13396	Perform basic money market calculations	2020/03/01	2023/06/30
		ETQA approval number:		
195	13397	Demonstrate an understanding of the core concepts of the bond market	2020/03/01	2023/06/30
		ETQA approval number:		
196	13398	Demonstrate an understanding of the concepts and conventions of the foreign exchange market	2020/03/01	2023/06/30
		ETQA approval number:		
197	13399	Perform bond market calculations	2020/03/01	2023/06/30
		ETQA approval number:		
198	13403	Demonstrate knowledge and understanding of property concepts associated with mortgage finance	2020/03/01	2023/06/30
		ETQA approval number:		
199	13414	Conduct a financial analysis of a small business	2020/03/01	2023/06/30
		ETQA approval number: LGRS-US-76-170306		
200	13415	Demonstrate knowledge and understanding of ownership of property relevant to mortgage finance	2020/03/01	2023/06/30
		ETQA approval number:		
201	13416	Demonstrate knowledge and understanding of the basics of security for finance	2020/03/01	2023/06/30
		ETQA approval number:		
202	13418	Demonstrate knowledge and understanding of a mortgage bond as a form of debt security	2020/03/01	2023/06/30
		ETQA approval number:		
203	13419	Calculate the repayment ability and assess the credit risk of potential clients	2020/03/01	2023/06/30
		ETQA approval number:		
204	13420	Demonstrate knowledge and understanding of the bond registration process	2020/03/01	2023/06/30
		ETQA approval number:		
205	13424	Collect and manage loans	2020/03/01	2023/06/30
		ETQA approval number:		
206	13425	Demonstrate skill in note handling	2020/03/01	2023/06/30
		ETQA approval number:		
207	13426	Develop and implement credit policies, procedures and control systems	2020/03/01	2023/06/30
		ETQA approval number: LGRS-US-76-170209		
208	13427	Solve note-processing operating problems to maintain efficiency of production process	2020/03/01	2023/06/30
		ETQA approval number:		

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Polokwane

209	13428	Manage loan portfolios	2020/03/01	2023/06/30
		<i>ETQA approval number:</i>		
210	13429	Demonstrate knowledge and understanding of production efficiency in note processing	2020/03/01	2023/06/30
		<i>ETQA approval number:</i>		
211	13430	Drive daily note processing production	2020/03/01	2023/06/30
		<i>ETQA approval number:</i>		
212	13433	Demonstrate understanding of risk management policy and procedure in note processing	2020/03/01	2023/06/30
		<i>ETQA approval number:</i>		
213	13436	Evaluate the application of risk management policy and procedure in note processing	2020/03/01	2023/06/30
		<i>ETQA approval number:</i>		
214	13439	Train operators of note sorting machinery on the job	2020/03/01	2023/06/30
		<i>ETQA approval number:</i>		
215	13440	Understand the legal, ethical and professional needs of the micro-finance industry	2020/03/01	2023/06/30
		<i>ETQA approval number:</i>		
216	13441	Develop cash management procedures in a micro-finance organisation	2020/03/01	2023/06/30
		<i>ETQA approval number:</i> LGRS-US-76-170213		
217	13442	Manage and prevent fraud in a micro-finance institution	2020/03/01	2023/06/30
		<i>ETQA approval number:</i>		
218	13443	Manage service providers in a micro-lending institution	2020/03/01	2023/06/30
		<i>ETQA approval number:</i>		
219	13444	Counsel customers in a micro-finance environment	2020/03/01	2023/06/30
		<i>ETQA approval number:</i>		
220	13445	Develop a client repayment management system	2020/03/01	2023/06/30
		<i>ETQA approval number:</i>		
221	13872	Instil in myself a personal Contact Centre culture	2020/03/01	2023/06/30
		<i>ETQA approval number:</i>		
222	13873	Handle a range of customer complaints in Contact Centres	2020/03/01	2023/06/30
		<i>ETQA approval number:</i>		
223	13874	Work as a member of a Contact Centre Team	2020/03/01	2023/06/30
		<i>ETQA approval number:</i>		
224	13883	Apply out-bound Contact Centre Operations within a commercial environment	2020/03/01	2023/06/30
		<i>ETQA approval number:</i> LGRS-US-76-180829		
225	13884	Apply in-bound and out-bound Contact Centre operations within an emergency context	2020/03/01	2023/06/30
		<i>ETQA approval number:</i> LGRS-US-76-180829		
226	13886	Gather and provide relevant information to contribute to contact centre problem solving	2020/03/01	2023/06/30
		<i>ETQA approval number:</i>		
227	13912	Apply knowledge of self and team in order to develop a plan to enhance team performance	2020/03/01	2023/06/30
		<i>ETQA approval number:</i> LGRS-US-76-180829		
228	13915	Demonstrate knowledge and understanding of HIV/AIDS in a workplace, and its effects on a business sub-sector, own organisation and a specific workplace	2020/03/01	2023/06/30
		<i>ETQA approval number:</i>		
229	13934	Plan and prepare meeting communications	2020/03/01	2025/01/21
		<i>ETQA approval number:</i> BANK76200224		

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230	13943	Analyse new developments reported in the media that could impact on a business sector or industry	2020/03/01	2023/06/30
		ETQA approval number:		
231	13948	Negotiate an agreement or deal in an authentic work situation	2020/03/01	2023/06/30
		ETQA approval number: BANK76150915		
232	14665	Interpret current affairs related to a specific business sector	2020/03/01	2023/06/30
		ETQA approval number:		
233	14667	Describe and apply the management functions of an organization	2020/03/01	2023/06/30
		ETQA approval number: BANK76151116		
234	14908	Demonstrate an understanding of testing IT systems against given specifications	2020/03/01	2023/06/30
		ETQA approval number:		
235	14909	Describe the difference between programming in Object Orientated and Procedural Languages	2020/03/01	2023/06/30
		ETQA approval number:		
236	14910	Apply the principles of Computer Programming	2020/03/01	2023/06/30
		ETQA approval number:		
237	14913	Explain the principles of computer networks	2020/03/01	2023/06/30
		ETQA approval number:		
238	14915	Design a computer program according to given specifications	2020/03/01	2023/06/30
		ETQA approval number:		
239	14917	Explain computer architecture concepts	2020/03/01	2023/06/30
		ETQA approval number:		
240	14918	Describe the principles of Computer Programming	2020/03/01	2023/06/30
		ETQA approval number:		
241	14921	Describe the types of computer systems and associated hardware configurations	2020/03/01	2023/06/30
		ETQA approval number:		
242	14924	Demonstrate an understanding of information systems analysis	2020/03/01	2023/06/30
		ETQA approval number:		
243	14926	Describe information systems departments in business organisations	2020/03/01	2023/06/30
		ETQA approval number:		
244	15054	Manage the marketing, selling and leasing of residential properties	2020/03/01	2023/06/30
		ETQA approval number:		
245	15061	Implement and maintain legal requirements within a real estate business	2020/03/01	2023/06/30
		ETQA approval number:		
246	15064	Analyse and interpret real estate principles, practice, information in the real estate environment	2020/03/01	2023/06/30
		ETQA approval number:		
247	15068	Implement and control administration of real estate systems, policies and procedures	2020/03/01	2023/06/30
		ETQA approval number:		
248	15081	Identify, gather and act on financial information in a real estate business	2020/03/01	2023/06/30
		ETQA approval number:		
249	15082	Apply and administer real estate systems, policies and procedures	2020/03/01	2023/06/30
		ETQA approval number:		

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250	15086	Identify and apply basic property principles in real estate practice	2020/03/01	2023/06/30
		ETQA approval number:		
251	15088	Recognise and comply with legal requirements and records in a real estate business	2020/03/01	2023/06/30
		ETQA approval number:		
252	15224	Empower team members through recognising strengths, encouraging participation in decision making and delegating tasks	2020/03/01	2023/06/30
		ETQA approval number: BANK76190205		
253	15225	Identify and interpret related legislation and its impact on the team, department or division and ensure compliance	2020/03/01	2023/06/30
		ETQA approval number:		
254	15230	Monitor team members and measure effectiveness of performance	2020/03/01	2023/06/30
		ETQA approval number: BANK76190205		
255	15236	Apply financial analysis	2020/03/01	2025/03/01
		ETQA approval number: BANK76190520		
256	15336	Evaluate viability and performance of real estate portfolio	2020/03/01	2023/06/30
		ETQA approval number:		
257	110000	Generate information and reports for internal and external use	2020/03/01	2025/03/01
		ETQA approval number:		
258	110021	Achieve personal effectiveness in business environment	2020/03/01	2023/06/30
		ETQA approval number: BANK76150915		
259	110026	Describe and assist in the control of fraud in an office environment	2020/03/01	2023/06/30
		ETQA approval number: BANK76150915		
260	110027	Recommend the financing decision and pay out the loan	2020/03/01	2023/06/30
		ETQA approval number:		
261	110028	Understand Micro-Finance Business Principles	2020/03/01	2023/06/30
		ETQA approval number: LGRS-US-76-170201		
262	110029	Develop administrative procedures in a Micro-Finance organisation	2020/03/01	2023/06/30
		ETQA approval number:		
263	110032	Conduct a market analysis for a Micro-Finance institution	2020/03/01	2023/06/30
		ETQA approval number: LGRS-US-76-170201		
264	110506	Demonstrate and apply knowledge and understanding of the basic components and fundamental skills of effective communication	2020/03/01	2023/06/30
		ETQA approval number: BANK76150910		
265	113845	Supervise employees	2020/03/01	2023/06/30
		ETQA approval number: BANK76150910		
266	113909	Coach a team member in order to enhance individual performance in work environment	2020/03/01	2023/06/30
		ETQA approval number: BANK76151119		
267	114212	Explain the impact of organisational wellness on a business environment and indicate a strategy for a business unit	2020/03/01	2023/06/30
		ETQA approval number: BANK76190205		
268	114226	Interpret and manage conflicts within the workplace	2020/03/01	2025/03/01
		ETQA approval number: BANK76190205		
269	114600	Apply innovative thinking to the development of a small business	2020/03/01	2023/06/30
		ETQA approval number: BANK76150915		

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270	114744	Process customer ATM (Automated Teller Machine) card requests	2020/03/01	2023/06/30
		ETQA approval number:		
271	114745	Scrutinise vouchers for banking-related technical irregularities within the banking environment	2020/03/01	2023/06/30
		ETQA approval number:		
272	114746	Handle rejected money transfers in a banking environment	2020/03/01	2023/06/30
		ETQA approval number:		
273	114747	Produce copies of bank statements on the customer's behalf	2020/03/01	2023/06/30
		ETQA approval number:		
274	114748	Effect and monitor the release of debit and credit cards to cardholders in a banking environment	2020/03/01	2023/06/30
		ETQA approval number:		
275	114749	Maintain an Automated Teller Machine (ATM)	2020/03/01	2023/06/30
		ETQA approval number:		
276	114750	Process customer requests for cheque books, counter cheques and bank cheques	2020/03/01	2023/06/30
		ETQA approval number:		
277	114751	Investigate banking-related claims on behalf of the branch	2020/03/01	2023/06/30
		ETQA approval number:		
278	114752	Emboss and release credit and debit cards in a banking environment	2020/03/01	2023/06/30
		ETQA approval number:		
279	114753	Monitor cash centre reports and accounts in a banking environment	2020/03/01	2023/06/30
		ETQA approval number:		
280	114754	Control bulk cash teller operations in a banking environment	2020/03/01	2023/06/30
		ETQA approval number:		
281	114755	Install an ATM (Automated Teller Machine)	2020/03/01	2023/06/30
		ETQA approval number:		
282	114756	Process Banking Transactions	2020/03/01	2023/06/30
		ETQA approval number: BANK76181126		
283	114757	Process rejected and missing banking-related items	2020/03/01	2023/06/30
		ETQA approval number:		
284	114759	Conduct an analysis of a personal banking customer's financial position	2020/03/01	2023/06/30
		ETQA approval number: BANK76181126		
285	114760	Trace banking-related entries on behalf of other parties	2020/03/01	2023/06/30
		ETQA approval number:		
286	114761	Sort and image cheques and vouchers in a banking environment	2020/03/01	2023/06/30
		ETQA approval number:		
287	114762	Operate sort machinery within the banking environment	2020/03/01	2023/06/30
		ETQA approval number:		
288	114763	Manage cash in till or under counter safe in a banking environment	2020/03/01	2023/06/30
		ETQA approval number:		
289	114764	Transfer and Close Bank Accounts	2020/03/01	2023/06/30
		ETQA approval number:		
290	114765	Administer instructions to release original securities from custodianship in a banking environment	2020/03/01	2023/06/30
		ETQA approval number: LGRS-US-76-180829		

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291	114766	Manage contractors in credit and debit card distribution	2020/03/01	2023/06/30
		<i>ETQA approval number:</i>		
292	114767	Administer requests to re-issue credit and debit cards in a banking environment	2020/03/01	2023/06/30
		<i>ETQA approval number:</i> LGRS-US-76-180829		
293	114768	Administer and maintain a security information library in a banking environment	2020/03/01	2023/06/30
		<i>ETQA approval number:</i> LGRS-US-76-180829		
294	114769	Control the processing of missing and rejected items within a banking environment	2020/03/01	2023/06/30
		<i>ETQA approval number:</i>		
295	114770	Control a suite of ATMs (Automated Teller Machines)	2020/03/01	2023/06/30
		<i>ETQA approval number:</i>		
296	114771	Control branch cash movements within a banking environment	2020/03/01	2023/06/30
		<i>ETQA approval number:</i>		
297	114772	Process banking transaction record reports	2020/03/01	2023/06/30
		<i>ETQA approval number:</i>		
298	114773	Ensure and maintain the validity of securities in custodianship in a banking environment	2020/03/01	2023/06/30
		<i>ETQA approval number:</i>		
299	114774	Ensure the correctness of internal bank vouchers	2020/03/01	2023/06/30
		<i>ETQA approval number:</i>		
300	114775	Adhere to the legal requirements relating to negotiable instruments in a banking environment	2020/03/01	2023/06/30
		<i>ETQA approval number:</i> LGRS-US-76-180829		
301	114776	Process unpaid, late unpaid and rejected cheques in a banking environment	2020/03/01	2023/06/30
		<i>ETQA approval number:</i>		
302	114778	Administer applications for new credit and debit card products	2020/03/01	2023/06/30
		<i>ETQA approval number:</i> LGRS-US-76-180829		
303	114974	Apply the basic skills of customer service	2020/03/01	2023/06/30
		<i>ETQA approval number:</i> BANK76150910		
304	114978	Use a word processing package to produce business documents	2020/03/01	2023/06/30
		<i>ETQA approval number:</i> BANK76150910		
305	114979	Operate a computer workstation in a business environment	2020/03/01	2023/06/30
		<i>ETQA approval number:</i> BANK76150910		
306	115359	Demonstrate an understanding of the handling of error in a computer programming environment	2020/03/01	2023/06/30
		<i>ETQA approval number:</i>		
307	115772	Use time management techniques to manage time in a financial services environment	2020/03/01	2023/06/30
		<i>ETQA approval number:</i> BANK76150915		
308	115821	Apply business financial practices	2020/03/01	2023/06/30
		<i>ETQA approval number:</i> BANK76190521		
309	116365	Evaluate the financial practices of a business	2020/03/01	2023/06/30
		<i>ETQA approval number:</i> BANK76190521		
310	116597	Manage trust accounts according to relevant Act	2020/03/01	2023/06/30
		<i>ETQA approval number:</i>		

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311	116598	Compile debtor correspondence in accordance with legislation and standard procedures	2020/03/01	2023/06/30
		ETQA approval number: BANK76150915		
312	116599	Manage debtor portfolio	2020/03/01	2023/06/30
		ETQA approval number: BANK76150915		
313	116601	Manage credit grantor portfolio	2020/03/01	2023/06/30
		ETQA approval number: BANK76150915		
314	116931	Use a Graphical User Interface (GUI)-based web-browser to search the Internet	2020/03/01	2023/06/30
		ETQA approval number: BANK76150915		
315	116933	Use a Graphical User Interface (GUI)-based presentation application to create and edit slide presentations	2020/03/01	2023/06/30
		ETQA approval number: BANK76150915		
316	116935	Enhance, edit and organise electronic messages using a Graphical User Interface (GUI)-based messaging application	2020/03/01	2023/06/30
		ETQA approval number: BANK76150915		
317	116937	Use a Graphical User Interface (GUI)-based spreadsheet application to create and edit spreadsheets	2020/03/01	2023/06/30
		ETQA approval number: BANK76150915		
318	116943	Using a Graphical User Interface (GUI)-based spreadsheet application, enhance the functionality and apply graph /charts to a spreadsheet	2020/03/01	2023/06/30
		ETQA approval number: BANK76150915		
319	116945	Use electronic mail to send and receive messages	2020/03/01	2023/06/30
		ETQA approval number:		
320	117781	Explain legislative and regulatory requirements and their impacts	2020/03/01	2023/06/30
		ETQA approval number: BANK76190521		
321	117805	Enhance work practices within the trading environment by the application of foreign exchange and trading knowledge	2020/03/01	2023/06/30
		ETQA approval number:		
322	117806	Manage risk within a forex trading environment	2020/03/01	2023/06/30
		ETQA approval number:		
323	117807	Enhance work practices within trading by the application of market knowledge	2020/03/01	2023/06/30
		ETQA approval number:		
324	117808	Follow trading procedures in a treasury	2020/03/01	2023/06/30
		ETQA approval number:		
325	117809	Operate systems to accommodate the defined situations within a trading environment	2020/03/01	2023/06/30
		ETQA approval number:		
326	117810	Enhance work practices within trading by the application of technical analysis	2020/03/01	2023/06/30
		ETQA approval number:		
327	117814	Sell Foreign Instruments to a customer in a banking environment	2020/03/01	2023/06/30
		ETQA approval number:		
328	117815	Understand and keep abreast of daily economic market influences in a treasury in a banking environment	2020/03/01	2023/06/30
		ETQA approval number:		
329	117817	Operate systems to accommodate the defined situation within a treasury within a banking environment	2020/03/01	2023/06/30
		ETQA approval number:		
330	117827	Reconcile Vostro accounts	2020/03/01	2023/06/30
		ETQA approval number:		

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331	117829	Resolve rejected foreign exchange items and SWIFT (Society for World-wide Inter-institution Financial Telecommunication) messages	2020/03/01	2023/06/30
		ETQA approval number:		
332	117831	Provide a banking-related financial solution involving foreign exchange	2020/03/01	2023/06/30
		ETQA approval number:		
333	117838	Purchase Foreign Instruments from a customer in a banking environment	2020/03/01	2023/06/30
		ETQA approval number:		
334	117840	Reconcile Nostro accounts	2020/03/01	2023/06/30
		ETQA approval number:		
335	117850	Process Inward Foreign Documentary Collections (FBC'S) in a banking environment	2020/03/01	2023/06/30
		ETQA approval number:		
336	117852	Process Outward Foreign Documentary Collections (FBC's) in a banking environment	2020/03/01	2023/06/30
		ETQA approval number:		
337	117867	Managing files in a Graphical User Interface (GUI) environment	2020/03/01	2023/06/30
		ETQA approval number: BANK76150915		
338	117871	Facilitate learning using a variety of given methodologies	2020/03/01	2023/06/30
		ETQA approval number: BANK76150915		
339	117871	Facilitate learning using a variety of given methodologies	2020/03/01	2023/06/30
		ETQA approval number: BANK76180326		
340	117902	Use generic functions in a Graphical User Interface (GUI)-environment	2020/03/01	2023/06/30
		ETQA approval number: BANK76150915		
341	119078	Use a GUI-based word processor to enhance a document through the use of tables and columns	2020/03/01	2023/06/30
		ETQA approval number: BANK76150915		
342	119153	Apply and implement corporate culture	2020/03/01	2023/06/30
		ETQA approval number: LGRS-US-76-180829		
343	119457	Interpret and use information from texts	2020/03/01	2023/06/30
		ETQA approval number: BANK76150915		
344	119471	Use language and communication in occupational learning programmes	2020/03/01	2023/06/30
		ETQA approval number:		
345	119472	Accommodate audience and context needs in oral/signed communication	2020/03/01	2023/06/30
		ETQA approval number:		
346	119911	Investigate the costs and benefits of using banking institutions for managing personal finances	2020/03/01	2023/06/30
		ETQA approval number:		
347	120075	Demonstrate insight into current affairs in the Financial Services sector	2020/03/01	2023/06/30
		ETQA approval number: BANK76150915		
348	120300	Analyse leadership and related theories in a work context	2020/03/01	2025/03/01
		ETQA approval number: BANK76190205		
349	120308	Apply knowledge of self in order to make a personal decision	2020/03/01	2025/01/21
		ETQA approval number: BANK76200224		
350	120380	Evaluate and improve the project team's performance	2020/03/01	2023/06/30
		ETQA approval number: BANK76180326		

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351	242810	Manage Expenditure against a budget	2020/03/01	2023/06/30
		<i>ETQA approval number:</i> BANK76150915		
352	242811	Prioritise time and work for self and team	2020/03/01	2023/06/30
		<i>ETQA approval number:</i>		
353	242812	Induct a member into a team	2020/03/01	2023/06/30
		<i>ETQA approval number:</i>		
354	242814	Identify and explain the core and support functions of an organisation	2020/03/01	2023/06/30
		<i>ETQA approval number:</i>		
355	242820	Maintain records for a team	2020/03/01	2023/06/30
		<i>ETQA approval number:</i>		
356	243122	Apply the legal requirements related to Credit Management	2020/03/01	2023/06/30
		<i>ETQA approval number:</i> BANK76150915		
357	243189	Manage personal finances	2020/03/01	2023/06/30
		<i>ETQA approval number:</i> BANK76150915		
358	243947	Develop self within the job role	2020/03/01	2023/06/30
		<i>ETQA approval number:</i> BANK76151116		
359	252020	Create and manage an environment that promotes innovation	2020/03/01	2025/03/01
		<i>ETQA approval number:</i> BANK76190205		
360	252021	Formulate recommendations for a change process	2020/03/01	2025/03/01
		<i>ETQA approval number:</i> BANK76190205		
361	252022	Develop, implement and evaluate a project plan	2020/03/01	2025/03/01
		<i>ETQA approval number:</i> BANK76190205		
362	252025	Monitor, assess and manage risk	2020/03/01	2025/03/01
		<i>ETQA approval number:</i> BANK76190205		
363	252026	Apply a systems approach to decision making	2020/03/01	2025/03/01
		<i>ETQA approval number:</i> BANK76190205		
364	252027	Devise and apply strategies to establish and maintain workplace relationships	2020/03/01	2025/03/01
		<i>ETQA approval number:</i> BANK76190205		
365	252029	Lead people development and talent management	2020/03/01	2025/03/01
		<i>ETQA approval number:</i> BANK76190530		
366	252032	Develop, implement and evaluate an operational plan	2020/03/01	2025/03/01
		<i>ETQA approval number:</i> BANK76190205		
367	252033	Demonstrate ways of dealing with the effects of dread diseases and in particular HIV/AIDS	2020/03/01	2025/03/01
		<i>ETQA approval number:</i> BANK76190205		
368	252034	Monitor and evaluate team members against performance standards	2020/03/01	2025/03/01
		<i>ETQA approval number:</i> BANK76190205		
369	252035	Select and coach first line managers	2020/03/01	2025/03/01
		<i>ETQA approval number:</i> BANK76190205		
370	252035	Select and coach first line managers	2020/03/01	2025/03/01
		<i>ETQA approval number:</i> BANK76190205		
371	252036	Apply mathematical analysis to economic and financial information.	2020/03/01	2025/03/01
		<i>ETQA approval number:</i> BANK76190205		
372	252037	Build teams to achieve goals and objectives	2020/03/01	2025/03/01
		<i>ETQA approval number:</i> LGRS-US-76-190521		
373	252040	Manage the finances of a unit	2020/03/01	2025/03/01
		<i>ETQA approval number:</i> BANK76190205		

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Eco-Park Estate, Highveld
Centurion

BANKSETA Free State Office

Motheo TVET College Central Office
c/o Georges & Aliwal Streets
Bloemfontein

BANKSETA Eastern Cape Office

Waverley Office Park, Phase 4
Building 3-33, Phillip Frame Road
Chiselhurst
East London

BANKSETA Limpopo Office

Stand 3200, Platinum Park
Extension 68, Bendor
Polokwane

374	252042	Apply the principles of ethics to improve organisational culture	2020/03/01	2025/03/01
		ETQA approval number: BANK76190205		
375	252043	Manage a diverse work force to add value	2020/03/01	2025/03/01
		ETQA approval number: BANK76190205		
376	252044	Apply the principles of knowledge management	2020/03/01	2025/03/01
		ETQA approval number: BANK76190205		
377	252203	Demonstrate an understanding of the target market	2020/03/01	2023/06/30
		ETQA approval number: BANK76150915		
378	252206	Demonstrate an understanding of product positioning	2020/03/01	2023/06/30
		ETQA approval number: BANK76150915		
379	255514	Conduct a disciplinary hearing	2020/09/11	2023/06/30
		ETQA approval number: BANK76201109		
380	258876	Work with spreadsheets	2020/03/01	2023/06/30
		ETQA approval number: BANK76150915		

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