



SAQA US ID
15234

UNIT STANDARD TITLE
Apply efficient time management to the work of a department/division/section

NQF
4

CREDITS
4

PURPOSE OF THE UNIT STANDARD

This unit standard is designed for executives involved in Leadership and the management of teams, and focuses on translating strategic intent into effective daily action. Competence against this standard will ensure that teams are effectively managed and that managers can translate strategy into action.

The qualifying learner is capable of:

- Identifying time management profiles
- Understanding the principles of time management
- Drawing up time efficient work plans to carry out department/division/ section work functions
- Implementing time efficient work plans.

Cost

This cost of this course is R1 100.00

To enrol in this course you will need to create a student account by clicking on the link below.

<http://www.vitalonline.co.za/moodle/login>

Once you have created an account click on the link below to take you to the payment and enrolment page for this course.

Click here



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