

# SKILLS PROGRAMME: SHE 7 – BASIC COMPUTER AND COMMUNICATION SKILLS

## **Outcomes**

#### Abilities and skills developed:

Explaining requirements to conduct safety, health and environmental representation activities.

Complying with the activities within safety, health and environmental structures.

Monitoring workplace compliance to safety, health and environmental requirements.

Preparing, Completing, Recording and submitting compensation commissioner documentation.

### **About**

Safety, Health and Environment (SHE) Skills Programmes are based on the qualification National Certificate: Occupational Health, Safety and Environment (SAQA 74269) at NQF level 2. Several skills programmes may lead to the attaining of the full qualification.

They are intended for safety, health and environmental (SHE) practitioners, middle management and persons managing the occupational safety of any workplace, industry or large office.

The SHE skills programmes assist learners to identify, monitor, advise and report on occupational, health and environmental safety factors, which may have a detrimental effect on the safety of workers in the business or the workplace.

## **Unit Standards**

Unit Std ID	Unit Standard Title	NQF Level	Credits
259622	Functions for the workplace SHE representatives	2	3
259601	Participate in workplace health and safety management programme	2	2
259604	Verify compliance to SHE requirements in the workplace	2	4
259610	Understand the submissions for the workman's compensation optional	2	2
			11

# Requirements for these Skills Programmes

- LAPTOP OR SMARTPHONE
- ACCESS TO DATA OR WIFI

#### LEARNERS ACCESSING THIS SKILLS PROGRAMME SHOULD BE COMPETENT IN:

- COMMUNICATION AT NQF LEVEL 1 / STD 7 / GR 9
- MATHEMATICAL LITERACY AT NQF LEVEL 1 / STD 7 / GR 9

## **ENROLMENT**

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

## 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**

# **Contact Us**

Telephone: 031 573 5409

Email: training@vitalonline.co.za

Website: www.vitalonline.co.za

Facebook: Vital College

Instagram: @Vital\_College

Twitter: @Vital\_College