



Executive Summary

Qualification	Occupational Certificate: Project Manager
Purpose	The purpose of this qualification is to prepare a learner to operate as a Project Manager. A Project Manager applies knowledge of project management to achieve project objectives in a specific field of application.
Qualification ID	101869
NQF Level	5
Minimum Credits	240
Duration	One year
Field	Business, Commerce, and Management
Subfield	Project Management
Quality Partner	Services SETA
Entry Requirements	An NQF Level 4 qualification with Mathematical Literacy and Communication Skills

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Qualification Overview

Project management is the practice of initiating, planning, executing, controlling, and closing the work of a team driven by a set of activities put together to achieve specific goals at a specified time.

For successful project management, it is essential to have a project manager—a goal-oriented professional who leads a project team through the project life cycle.

The role of a project manager is all about balancing the timeframe, budget and overall scope of a project as the team works to achieve its objectives. Project managers supervise every task that takes a project towards completion. So, its ultimate success or failure is dependent on the competency of the project manager.

This qualification presents a competency framework appropriate for South African contexts and was developed and closely benchmarked against international standards.

Qualifying learners will be able to:

- Initiate a project to address specific project objectives
- Plan and prepare the delivery of a project
- Execute and control the delivery of a project management plan
- Manage the project close out process

The KLM Empowered X-Perience

X-Plore

For each of the SIX integrated learning blocks, learners explore content on their own before engaging with others. Guided by self-study plans and diagnostic self-assessment, they formulate their own insights to share.

X-Tend

Workplace application assignments allow learners to put their new learning to use on the job. Under the guidance of mentors, and with access to performance and wellness support, learners hone their skills and add value.


X-Cite

Learners receive a welcome letter and an X-Perience Map detailing the flow of their qualification. An orientation session helps them to understand the benefits and career options linked to the qualification.


X-Change

Learners attend facilitator-led sessions, either in class or online, to share their learning and refine their skills in a safe environment. Collaborative activities and peer feedback build learning synergy and allow learners to master specific skills.


X-Cel

Each learner's progress is measured against assessment criteria through formative and summative assessment. Final examinations and presentations are used to obtain an accurate picture of overall understanding and mastery of the content.

Qualification Outline

- The Occupational Certificate: Project Manager is presented over SIX learning blocks, each consisting of both Knowledge Modules (KM) and Practical Modules (PM).
- Workplace Modules are completed throughout the learning journey and assessed every quarter.
- Formative and summative assessments are conducted at regular intervals to prepare learners for the External Integrated Summative Assessment (EISA).

PROJECT INITIATION AND SCOPING (28 credits)

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ID	Title	Level	Credits
KM-01	Introductory studies for project managers	5	4
KM-02	Project integration management	5	4
KM-03	Project scope management	5	8
PM-01	Initiate a project	5	4
PM-02	Plan and develop a project management approach and scope statement	5	8

PROJECT SCHEDULING AND BUDGETING (32 credits)

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ID	Title	Level	Credits
KM-04	Project time management	5	8
KM-05	Project cost management	5	8
PM-03	Plan and develop a project timeline and schedule	5	8
PM-04	Plan for and project the cost of a project	5	8

PROJECT EXECUTION MANAGEMENT (40 credits)

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ID	Title	Level	Credits
KM-10	Project procurement management	5	8
PM-05	Plan project management systems	5	8
PM-06	Monitor and control the scope of a project	5	8
PM-07	Control the project delivery schedules and costs	5	8
PM-12	Manage and control project procurement activities	5	8

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PROJECT QUALITY AND RISK MANAGEMENT (32 credits)

ID	Title	Level	Credits
KM-06	Project quality management	5	8
KM-09	Project risk management	5	8
PM-08	Control the project quality	5	8
PM-11	Manage and control project risks	5	8

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PROJECT STAKEHOLDER MANAGEMENT (40 credits)

ID	Title	Level	Credits
KM-07	Project HR management	5	8
KM-08	Project communications management	5	8
KM-11	Project stakeholder management	5	8
PM-09	Manage and control the human resources of a project	5	8
PM-10	Conduct and control project communication and stakeholder interaction	5	8

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PROJECT CLOSE OUT (8 credits)

ID	Title	Level	Credits
PM-13	Manage and control project close-out activities	5	8

Work Experience Modules

The focus of the work experience modules is to provide the learner an opportunity to conduct project management processes under authentic working conditions and to develop confidence by working under the supervision of a workplace mentor. This also provides for the exposure of learners to the complexities of dealing with workplace demands, the pressures of work, and the dynamics of project stakeholder management.

ID	Title	Level	Credits
WM-01	Attend to project initiation management processes	5	10
WM-02	Attend to project planning processes	5	20
WM-03	Attend to project execution processes	5	20
WM-04	Attend to project close-out processes	5	10

The Greatness Effect