

# BROCHURE

REGISTER WITH US AND GET A  
**FREE REGISTRATION  
PACKAGE**



**Pretoria Technical College**




STAND ALSO A CHANCE TO WIN A  
**BURSARY**

(T&C applied):

**STUDY NATIONAL CERTIFICATES / NATIONAL DIPLOMAS**


## CONTACTS

### MAIN CAMPUS


 429 Helen Joseph Street  
Pretoria CBD Gauteng  
012 320 3600

### SATELLITE CAMPUSES

#### PRETORIA WEST CAMPUS

 229 Mercantile Street,  
Proclamation Hill, Pretoria West.  
Gauteng  
012 320 0034

#### DURBAN CAMPUS

 71-77 Dorothy Nyembe Street,  
Durban CBD  
KwaZulu-Natal  
031 304 9000

**BUSINESS STUDIES N4 – N6  
ENGINEERING STUDIES N4 – N6  
OCCUPATIONAL HEALTH AND SAFETY  
EARLY CHILDHOOD DEVELOPMENT  
NATIONAL DIPLOMA IN POLICING  
HEALTH PROMOTION OFFICER  
HOSPITALITY STUDIES N4-N6  
INFORMATION TECHNOLOGY  
SOCIAL AUXILIARY WORKER  
TOURISM STUDIES N4-N6  
FIRST AID STUDIES  
BOOKKEEPING**

 **WHATSAPP**  
071 621 9174/066 073 5055 (PTA)  
061 517 4661 (DBN)

**REGISTER ONLINE ON :**

**[www.pretoriatechnical.co.za](http://www.pretoriatechnical.co.za) or reach us via email : [info@pretoriatechnical.co.za](mailto:info@pretoriatechnical.co.za)**

## ENGINEERING STUDIES

### NATIONAL DIPLOMA CIVIL ENGINEERING N4—N6/ OCCUPATIONAL CERTIFICATE IN PLUMBING

#### Minimum Entry Requirements:

Grade 12 or Equivalent

**Duration:** 12 Months plus In Service Training

**Career/Job Opportunities :** Civil Engineer, Construction Engineer, Land or Quantity Surveyors, Builders, Architects, Civil Draughtsman

### NATIONAL DIPLOMA MECHANICAL ENGINEERING N4—N6

**Minimum Entry Requirements:** Grade 12 with Mathematics and Physical Science or Equivalent

**Duration:** 12 Months plus In Service Training Career/Job

**Career/Job Opportunities :** Fitter and Turner, Mechanical Technician, Engineering Planner, Mechanical Draughtsman, Project Manager Instrumentation Technician

### NATIONAL DIPLOMA ELECTRICAL ENGINEERING N4—N6

**Minimum Entry Requirements:** Grade 12 with Mathematics and Physical Science or Equivalent

**Duration:** 12 Months plus In Service Training Career/Job

**Career/Job Opportunities :** Electrician, Electrical Technician, Engineering Planner, Electrical Draughtsman, Project Manager, Instrumentation Technician

## IT AND MEDIA STUDIES

### FET CERTIFICATE : IT SYSTEM DEVELOPMENT NQF L4 78965

**Minimum Entry Requirements:** Grade 11, NQF Level 3 or Equivalent

**Duration:** 12 Months

**Career/Job Opportunities :** Computer Programmer, Information System Analyst, Web Application Developer, Computer Lab Assistant



### FET CERTIFICATE: IT TECHNICAL SUPPORT NQF L5 78964

#### Minimum Entry Requirements:

Grade 11, NQF Level 3 or Equivalent

**Duration:** 12 Months

**Career/Job Opportunities :** Computer Technician, System Technical, Helpdesk, Network Administrator, Instrumentation Technician, System Analysts

### NATIONAL CERTIFICATE: IT SYSTEM SUPPORT NQF L5 48573

**Minimum Entry Requirements:** Technical Support NQF Level 4/System development or Equivalent

**Duration:** 12 Months

#### Career/Job Opportunities :

Computer Technician, System Technical, Helpdesk, Network Administrator, Instrumentation Technician, System Analysts

### NATIONAL DIPLOMA POPULAR MUSIC STUDIO WORK N4—N6

#### Minimum Entry Requirements:

Grade 12, N3/NSC or equivalent.

**Duration:** 18 Months plus In Service Training Career/Job

**Opportunities :** Musician, Music Producer, DJ, Record Producer, Sound Engineer, Sound Technician, Record Label Manager

## BUSINESS STUDIES

### NATIONAL DIPLOMA FINANCIAL MANAGEMENT N4—N6/OCCUPATIONAL CERTIFICATE IN BOOK KEEPING

**Minimum Entry Requirements:** Grade 12, N3/NSC or equivalent. **Duration:**

18 Months plus In –Service Training **Career/Job Opportunities :** Entrepreneur, Accounts Clerk, Bookkeeper, Financial Manager, Financial Consultant

### NATIONAL DIPLOMA PUBLIC MANAGEMENT N4—N6

#### Minimum Entry Requirements:

Grade 12, N3/NSC or equivalent.

**Duration:** 18 Months plus In–Service Training

#### Career/Job Opportunities :

Public Accounts Clerk, Public Accounts Consultant, Tax Official, Municipal Administration Clerk, Municipal Finance Clerk, Municipal Manager

### NATIONAL DIPLOMA HUMAN RESOURCES MANAGEMENT N4—N6

**Minimum Entry Requirements:** Grade 12, N3/NSC or equivalent.

**Duration:** 18 Months plus In – Service Training

**Career/Job Opportunities :** Entrepreneur, Human Resources Consultant, Human Resources Officer, Personnel Manager, Labour Conciliation and Mediation Official, Human Resources Clerk

### NATIONAL DIPLOMA BUSINESS MANAGEMENT N4—N6

**Minimum Entry Requirements:** Grade 12, N3/NSC or equivalent. **Duration:** 18 Months plus In Service Training

**Career/Job Opportunities :** Entrepreneur, Business Manager, Advertising Agent, Sales Agent or Rep, Marketing Manager, Public Relations Officer

### OCCUPATIONAL CERTIFICATE : BOOK-KEEPER

**Minimum Entry Requirements:** Grade 12, N3/NSC or equivalent.

**Duration:** 36 Months

#### Career/Job Opportunities :

Entrepreneur, Accounts Clerk, Bookkeeper, Financial Manager, Financial Consultant, Financial Analyst







## SECRETARIAL STUDIES

### NATIONAL DIPLOMA MANAGEMENT ASSISTANT/LEGAL SECRETARY/MEDICAL SECRETARY N4—N6

**Minimum Entry Requirements:**  
Grade 12, N3/NSC or equivalent.

**Duration:**

18 Months plus In-Service Training

**Career/Job Opportunities :**

Entrepreneur, Personal Assistant, Office Administrator, Call Centre Agent, Data Capturer Receptionist, Executive Secretary, Legal secretary, Medical Secretary

## HOSPITALITY STUDIES

### NATIONAL DIPLOMA IN TOURISM

**Minimum Entry Requirements:** Grade 12, N3/NSC or equivalent.

**Duration:**

18 Months plus In-Service Training

**Career/Job Opportunities :**

Entrepreneur, Air Hostess, Tour Guide, Travel Agent, Travel or Tourism Manager, Hotel or Lodge Manager,

### NATIONAL DIPLOMA HOSPITALITY N4—N6

**Minimum Entry Requirements:**

Grade 12, N3/NSC or equivalent.

**Duration:**

18 Months plus In-Service Training

**Career/Job Opportunities :**

Entrepreneur, Professional Chef, Food and Beverage Manager, Waiter, Client Services Manager, Hotel/ Restaurant Manager

## EDUCATION STUDIES

### OCCUPATIONAL CERTIFICATE EARLY CHILDHOOD DEVELOPMENT

**Minimum Entry Requirements:**

Grade 11 - 12, NQF 3 English

**Duration:**

15 Months

**Career/Job Opportunities :**

Primary Health Worker/Child-minder, Creche Leader, Nursery Nurse, Nursery Supervisor, Playgroup Leader, Pre-school Leader, Special Educational Needs Supporter, Toy Library Leader

## POLICING STUDIES

### NATIONAL DIPLOMA IN POLICING

**Minimum Entry Requirements:**

Grade 12, NQF 4 with English/ Policing Certificate NQF L5

**Duration:** 24 Months

**Career/Job Opportunities :**

Police Officer (SAPS), Metro Police, Traffic Officer, Private Investigator, Corporate Investigator, Forensic Investigator, Fraud Investigator, Private Security Officer, Security Management.



## HEALTH & SOCIAL STUDIES

### SKILLS PROGRAMME : FIRST AID COURSE

**Minimum Entry Requirements:**

Grade 9 - 12, N4 OR NQL 4 English/ Basic/ Intermediate First Aid

**Duration:**

1 Week Course

**Career/Job Opportunities :**

Primary Health Worker, First Aider, Paramedics



### OCCUPATIONAL CERTIFICATE HEALTH PROMOTION OFFICER

**Minimum Entry Requirements:**

Grade 9 - 12, N4 OR NQL 4 English

**Duration:**

12 Months

**Career/Job Opportunities :**

Primary Health Worker, Ancillary Health Worker, Home Base Health, Community Health Worker, Home Base Care Health Worker

### OCCUPATIONAL CERTIFICATE : SOCIAL AUXILIARY WORKER NQF 5

**Minimum Entry Requirements:**

Grade 12, English, /Social Auxiliary Work NQF L4

**Duration:**

1 Year and 6 Months

**Career/Job Opportunities :**

Social Auxiliary Worker/Victim Empowerment Worker, Community Service Worker, Crisis Intervention Worker, Life

### OCCUPATIONAL CERTIFICATE : OCCUPATIONAL SAFETY, HEALTH AND QUALITY PRACTITIONER

**Minimum Entry Requirements:**

Grade 12, with Mathematical Literacy

**Duration:**

30 Months

**Career/Job Opportunities :**

Occupational Health and Safety Officer, Occupational Health and Safety Co-ordinator, Health & Safety Advisor, or Risk Assessor





## ACCREDITATIONS

### QUALITY COUNCIL OF OCCUPATIONS AND TRADE

Pretoria Technical College : City Campus—Head Office - 07-QCTO/SDP310321-1222  
07-QCTO/SDP310321-1223, 07-QCTO/SDP310321-1224, 07-QCTO/SDP310321-1287,  
07-QCTO/SDP310321-1288, 07-QCTO/SDP310321-1288, 07-QCTO/SDP310321-1290,  
07-QCTO/SDP310321-1291, 07-QCTO/SDP310321-1292, 07-QCTO/SDP310321-1293,  
07-QCTO/SDP310321-1295, 07-QCTO/SDP310321-, QCTOSDP01191016-1827

Pretoria Technical College : Gardiner Campus - QCTOSDP01191016-1828  
QCTOSDP01191016-1828, 05-QCTO/SDP171220-222, 05-QCTO/SDP171220-223,  
05-QCTO/SDP171220-224, 05-QCTO/SDP171220-225, 05-QCTO/SDP171220-226  
05-QCTO/SDP171220-227, 05-QCTO/SDP171220-22, 05-QCTO/SDP171220-229  
05-QCTO/SDP171220-230, 05-QCTO/SDP171220-231, 05-QCTO/SDP171220-232,  
05-QCTO/SDP171220-233, 05-QCTO/SDP171220-234, 05-QCTO/SDP171220-235

**DEPARTMENT OF EDUCATION (provisionally registered) - 2009FE7090**

### REGISTERED EXAM CENTRE:

Pretoria Technical College : City Campus - 899998824

Pretoria Technical College : Gardiner Street Campus – 599992544

### SECTOR EDUCATION AND TRAINING AUTHORITY

MICT SETA Accreditation Number - ACC/2017/07/0053

SASSETA Accreditation Number - PAA00217/FET00919PA

SASSETA Accreditation Number - PAA1568/FET007745PA