



Accredited Africa Training Institute for Capacity Development

Unit FO409, Hatfield Plaza · 1122 Burnett St, Hatfield 0028 · Pretoria, Gauteng · South Africa

Tel: +27 12 004 8389 · Mobile: +27 65 077 6310

Email: apply@aaticd.co.za · Website: www.aaticd.co.za

COURSE BROCHURE

Identify Possible Ways Of Improving Employment Prospects Training

Business, Commerce and Management Studies / Finance, Economics and Accounting

Unit Standard 119914 · NQF Level 3 · 3 Credits · 1 Day

COURSE OVERVIEW

This course equips learners with practical strategies to enhance their employability and career prospects. Participants will explore self-assessment techniques, job search methods, and personal branding to effectively navigate the South African labour market.

Category	Business, Commerce and Management Studies
Subfield	Finance, Economics and Accounting
Unit Standard	119914
Accreditation	SAQA Accredited · NQF Level 3 · 3 Credits
Duration	1 day
Training Method	Online, On-Campus, In-House
Certificate	Issued via AATICD LMS – verifiable online

LEARNING OUTCOMES

- Apply self-assessment tools to identify personal strengths, skills, and areas for development.
- Analyze current labour market trends to target relevant employment opportunities.
- Evaluate different job search strategies and select appropriate methods for specific contexts.
- Demonstrate effective personal branding techniques, including CV and cover letter writing.
- Implement networking strategies to build professional relationships and uncover hidden job markets.
- Prepare for interviews by practicing common questions and developing compelling responses.

WHO SHOULD ATTEND

- This course is ideal for job seekers, recent graduates, and individuals looking to transition careers or re-enter the workforce.

COURSE OUTLINE

Day 1: Foundations of Employment Prospects Improvement

- Overview of the South African labour market and key employment sectors.
- Self-assessment: identifying transferable skills, strengths, and gaps.
- Techniques for updating and tailoring CVs and cover letters for specific roles.
- Building an effective LinkedIn profile and leveraging social media for job search.
- Networking strategies: informational interviews, professional associations, and events.
- Identifying relevant training, certifications, and short courses to boost employability.
- Practical exercise: creating a personal development and job search action plan.
- Summary and Q&A; session.

ASSESSMENT & CERTIFICATION

Delegates are assessed through exercises and a final test. A mark of **50% or above** earns an **AATICD Certificate of Completion**, issued digitally with a unique verification code. This course carries **3 NQF credits** at **NQF Level 3**.

PRICING (PER DELEGATE, EX-VAT)

Delegates	Training Method	Price per Delegate	Total
1	Online	R 12,800.00	R 12,800.00
1	In-House	R 16,600.00	R 16,600.00
1	On-Campus (Pretoria)	R 19,200.00	R 19,200.00

UPCOMING SESSIONS

Start	End	Method	Venue
07 Aug 2026	07 Aug 2026	On-Campus	Mauritius
10 Aug 2026	10 Aug 2026	On-Campus	Dubai, UAE
11 Aug 2026	11 Aug 2026	On-Campus	Pretoria, South Africa
12 Aug 2026	12 Aug 2026	On-Campus	Abu Dhabi, UAE
13 Aug 2026	13 Aug 2026	On-Campus	Durban, South Africa
13 Aug 2026	13 Aug 2026	On-Campus	Mauritius
14 Aug 2026	14 Aug 2026	On-Campus	Cape Town, South Africa
17 Aug 2026	17 Aug 2026	On-Campus	Pretoria, South Africa

Contact us if no suitable date is listed – on-demand sessions can be arranged for groups.

HOW TO GET A QUOTE OR APPLY

1. **Get an instant quotation online:** visit www.aaticd.co.za, open the page for this course (Unit Standard 119914) and click **Get A Quote / Apply**. Select your training method and number of delegates – your quotation is generated immediately and emailed to you with the course brochure attached.
2. **Apply by email:** send the course title, your preferred training method (Online, In-House or On-Campus Pretoria), the number of delegates and your preferred dates to apply@aaticd.co.za – our team will reply with a formal quotation.
3. **Apply by phone or WhatsApp:** call **+27 12 004 8389** or WhatsApp **+27 65 077 6310** and we will prepare your quotation and reserve your seats.
4. **Confirm your booking:** accept the quotation and settle the invoice. As soon as payment is confirmed your delegates are enrolled and receive their AATICD LMS login details by email, along with joining instructions for their chosen training method.

Group discounts apply automatically – the more delegates you enrol, the lower the price per delegate. No payment is required to request a quotation.

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