

Inspiring thought. Shaping talent.

















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#### OFFICE OF THE DEPUTY VICE-CHANCELLOR (DVC), TEACHING, LEARNING AND STUDENT SUPPORT SERVICES

Attending the Vaal UoT to further your studies, is more than just earning a degree, it's about pursuing your dream career and in doing so, receiving the guidance and preparation needed for the transformation into the working world. So many students are often faced with the overwhelming task of attending on-line classes, juggling exams, writing assessments, participating in group projects, all whilst maintaining a balance between having a social life and holding a part-time job, that the realization of graduating and stepping out into the working world, becomes somewhat daunting.

The onslaught of the COVID pandemic has not made the feeling subside and in fact has brought with it a new genre of challenges. Part of which is the placement of our students for in-service training.

In-service training, or Work Integrated Learning (WIL) presents our students with the opportunity to broaden their horizons, apply their knowledge and gain the further skills that will equip them with the competency and confidence required to begin their journey of success, on the path of their chosen career. Work Integrated Learning allows students to gain a sense of appreciation for their area of work, thus creating a sense of belonging and purpose.

WIL not only introduces us to the world of work, but also opens or eyes to the numerous opportunities available through entrepreneurship and we hope that it gives our students confidence to become entrepreneurs.

At VUT we try to inspire and motivate our students to find their sense of purpose and to pursue their passion for their chosen careers, for in the words of Nelson Mandela

"There is no passion to be found in playing small, in settling for a life that is less than the one you are capable of living"

Our students are encouraged to strive for perfection, to be the best that they can be and to live the life they truly deserve.

May I wish you all the best in all your current and future endeavours.

**Prof Margaret Linington** 





#### EXECUTIVE DIRECTOR: CAD (CENTRE OF ACADEMIC DEVELOPMENT) Dr Muntuwenkosi Chili

#### IMPORTANCE OF WORK INTEGRATED LEARNING

The South African government and higher educational institutions regard the high youth employment rate and bleak job prospects in the country as reasons for extreme concern. National employment statistics reveal that the high percentage of South Africans aged between 15 and 34 years are unemployed. The Statistics South Africa recently highlighted a highest national unemployment rate in the country.

The afore-mentioned soaring youth unemployment rate raises interest as to how university curricula interventions, such as Work Integrated Learning (WIL), could be harnessed as a strategy for increasing student employability, through improving their academic and career management capabilities. Work Integrated Learning describes 'the practice of combining traditional academic study or formal learning, with student exposure to the world-of-work in their chosen profession'. This academic practice is often hailed for fostering employability skills critical to student entry into the workforce; leveraging career management competencies; improving student-teacher relationships, which improve student performance; and improving self-reliance in complex work contexts.

At Vaal University of Technology, we are committed to providing our students with the skills and a work ethic that prepares them for long and inspired careers. In addition to our globally recognized higher education qualifications, we also provide our students with numerous formal and informal opportunities to engage with leading companies in their field of study. Most of our Programmes have a compulsory credited Work Integrated Learning component and we facilitate ongoing internship opportunities throughout the course. These opportunities allow students to work at some of the most inspiring and respected companies in the country.

This form of experiential learning to students, serves amongst others the following purposes:

- develop their professional identity
- advance their theoretical knowledge and transferable skills
- communicate effectively to people in diverse roles
- engage in teamwork, problem posing and solving, and self-management
- enhance their communication and digital literacy skills
- understand at a practice level what ethical practice means

These invaluable opportunities provide real-world experience of what it is like to work in the industry and students are able to put what they have learnt to the test, whilst making career defining contacts.

Research indicates that students that go through cooperative education start off knowing more about their jobs as they have that practical expe-

rience and they have an advantage over the students that didn't undergo Work Integrated Learning.

Other benefits are that students enjoy their work and tend to stay in their chosen field longer then students that have not experienced cooperative education.

In a study conducted by Business Higher Education forum (1997) business leaders all agreed that graduates that did not undergo in service training lacked certain critical skills, the ability to work in teams, flexibility and the ability to work with people. Employers further feel that the academic programmes at universities and institutes do not prepare students successfully with the essential skills to be competent in the workplace. So, the need for in – service training is essential so that the students can develop the skills and abilities for the industry.

There are many benefits that are identified for students, the host organization, and the academic institution where the student is from when it comes to Work Integrated Learning. The benefits for students are career enhancement, financial rewards, cost savings, and interaction between the employers and the academic institution.

One area in which Cooperative Education contributes to the academic institution is in the development of the student's attributes and skills. Work Integrated Learning in education is a valuable and important part of the curriculum as it provides students with real life learning before they enter the work place.

I hope and believe you will find some inspiration within this handbook about the future prospects both as a graduate of Vaal University of Technology and a potential employer.





#### DIRECTOR: CO-OPERATIVE EDUCATION & EXTERNAL LIAISON Mrs Annie Moletsane

#### THE CRUX OF WORK INTEGRATED LEARNING AND THE IMPACT OF COVID 19 PANDEMIC IN THE WORLD OF WORK

Many changes have been enhanced by the disruption caused by COVID 19 and has occurred within higher education sectors and the work environment. The universities had to move with speed to online learning models. In the current situation, the COVID 19 pandemic has provided an unexpected and significant driver for rapid change. Many expectations and interpretations exist around the role and impact of learning in the work environment. In some cases, the expectation relates to the opportunity to create a deeper understanding of complex conceptual issues. Similarly, industry is expecting well rounded and work ready students/graduates that will hit the ground running. Such expectations and needs, need to be effectively interpreted by educational institutions.

The combination of the theoretical aspect of learning and the application to work situations is an integrated learning mechanism that facilitates the identification and utilisation of embedded knowledge. Embedded knowledge represents the underpinning knowledge that the students must understand and has to be able to explain in relation to his or her performance in a specific job situation. In an academic environment, learning is intentional, it is about how we perceive and understand the world. The university through Co-operative education forge links with industry for the purpose of upskilling our students with work experience. Industry also benefits from their involvement and participation in the process by being able to identify the best new potential entrants to their workplaces.

Such understanding hinge on the quality of the partnership between industry and educational institutions. The outcome of such partnerships should enable a relationship where the two worlds speak to each other in a way that will shape the design of curriculum which address the competency requirements in industry. It is evident that more needs to be done to explain and understand the nature of such relations and specifically grasp the requirements to achieve ideal combination between theory, conceptual issues and application on practice to deepen the learning experience of students.

There are five aspects that differentiate a university that has introduced WIL from those that have not, and these are: (i) The unique graduate attributes; (ii) The labour-market-oriented niche of the curricula; (iii) The learning environment which encourages technologically infused teaching and learning methodologies and problem-based approaches; (iv) The culture of entrepreneurial academics who are always focused on what happens in the work environment in theory and practice, and on what innovations could be brought to bear to transform the workplace; and (v) A research-inspired culture that bridges the gap between theory and practice is vitally important.

employment of our students.

learning of its students. The aim is to grow its capacity to optimise the quality of Work Integrated Learning (WIL) to ensure that students are better prepared for the real world of work. VUT should have well developed relationships and functional networks with industry to facilitate placement and learning opportunities. The involvement of industry remains imperative to ensure relevance and appropriate quality of training. Co-operative Education is striving to prepare the students for the work places before they hit the ground running. Workplace and work-readiness skills are considered important in ensuring that this process occurs seamlessly. Such workplace-readiness skills are key to the successful entry into the workplaces and to continued

VUT is committed to ensure that Co-operative Education is developed to its full extent to enrich the auglity of

It is evident that the COVID 19 pandemic has impacted negatively on the economy of the country and the whole world. As a result of COVID 19, Work Integrated Learning was significantly disrupted. COVID 19 forced the closure of some companies and laboratories and the tourism industry was badly affected. Innovation in Work Integrated Learning has been occurring progressively and similar changes in the work practices. The value of alternative forms of Work Integrated Learning in spaces other than physical workplaces has been realised. Other programmes are progressing slowly to adopt other WIL modalities.

The Career Provision is clear evidence of the dynamic product of partnership cultivated through Work Integrated Learning, emerging enterprises and the growth of talent.





#### CO-OPERATIVE EDUCATION Staff Profile



MRS ANNIE MOLETSANE
DIRECTOR: CO-OPERATIVE EDUCATION & EXTERNAL LIAISON

The Director of the Co-operative Education Department is expected to formulate the Co-operative Education Policy and to implement it within the Institution in collaboration with the Academic Departments. The Director also facilitates effective functioning of Co-operative Education through the development of appropriate implementation plans, relevant sourcing and effective industry networks.

These include strategic partnerships, funding for students and graduates, and student placement as well as management of a professional team of Co-operative Education practitioners also expected to facilitate the rollout of WIL at VUT.

Tel: +27(0)16-950-9137 , Fax: +27(0)16-950-9759 , Email: annie@vut.ac.za



MS LENA DREYER ADMINISTRATOR

The Administrator handles all administrative duties in the Director's office.

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MRS CARLEN DOS SANTOS
WII ADMINISTRATOR

The WIL Administrator assists WIL students with WIL report submission, results, diploma applications and feedback to students and mentors.

Tel: +27(0)16-950-9161, Fax: +27(0)16-950-9759, Email: carlen@vut.ac.za



MRS PRISCILLA MADLODLO DATABASE COORDINATOR

The Database Coordinator is responsible for the effective recordkeeping of the Department's databases.

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### CO-OPERATIVE EDUCATION Staff Profile



#### MR EDWIN MABELANE INDUSTRIAL LIAISON PRACTITIONER

The Industrial Liaison Practitioner plays a key role in supporting and marketing Co-operative Education. This includes continuously forging new relationships with industry while sustaining existing partnerships with employer organisations for the placement of students and graduates. He also facilitates all projects related to funding of WIL students and Internship.

Tel: +27(0)16-950-9151, Fax: +27(0)16-950-9759, Email: edwinm@vut.ac.za



#### MR SIMON MOHLALA INDUSTRIAL LIAISON PRACTITIONER

The Industrial Liaison Practitioner plays a key role in supporting and marketing Co-operative Education. This includes continuously forging new relationships with industry while sustaining existing partnerships with employer organisations for the placement of students and graduates. He also facilitates all projects related to funding of WIL students and Internship.

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#### MR THEMBA MOLOTSI INDUSTRIAL LIAISON PRACTITIONER

The Industrial Liaison Practitioner plays a key role in supporting and marketing Co-operative Education. This includes continuously forging new relationships with industry for the placement of students.

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#### MR EMMANUEL MPHELO PROJECTS ASSISTANT

The Projects Assistant assists the Industrial Liaison Practitioners with the various projects of the department. This includes the administration of all SETA projects as well as forging relationships with industry.

Tel: +27(0)16-950-9454, Fax: +27(0)16-950-9759, Email: emmanuelm3@vut.ac.za, Co-operative Education Reception

Ms Ntebogeleng Digasu (Graduate Placement), Mr Allen Mothhaping (WIL student in training), Mr Desmond Mashava (WIL student in training)
Graduates are responsible for the Co-op Reception and is assisted by WIL students in training. Some of the functions of the Reception includes:

- Students submission of CV's for placement purposes
- Sending CV's to companies that request CV's from the department
- Students submission of WIL reports
- Assist companies with arrangements for interviews
- Coordinate company presentations to students

Tel: +27(0)16-950-9496/9522, Fax: +27(0)16-950-9759, Email: wil@vut.ac.za





#### CO-OPERATIVE EDUCATION

RECEPTION

Telephone: +27(0)16 950 9496 / 9522 / 9388 / 9817

Fax: +27(0)16 950 9759 Email: wil@vut.ac.za

OFFICE OF THE DIRECTOR Telephone: +27(0)16 950 9372 / 9137

INDUSTRIAL LIAISON PRACTITIONERS

Telephone: +27(0)16 950 9343 / 9804 / 9151

WIL ADMINISTRATION

Telephone: +27(0)16 950 9161 / 9707

**POSTAL ADDRESS:** 

Vaal University of Technology Co-operative Education Department Private Bag X021 Vanderbijlpark, Gauteng, 1900 PHYSICAL ADDRESS

Vaal University of Technology

Co-operative Education Department

N-Block, 1st Floor, Room 108

Cnr Andries Potgieter Boulevard & Barrage Road Vanderbijlpark, Gauteng, 1911





#### 1. SERVICES OFFERED

#### 1.1 How we assist students

The Department assists students in securing opportunities such as WIL, WBL and graduate placement. Students can submit CV's at the Co-operative Education Department. It's important to note that CV's must be updated every 06 months!

As soon as a company contact us, the relevant CV's will be sent to the company. The

company can contact the student directly or the student will be contacted by the Department

if the student was successful.

#### 1.2 How we assist companies

- Selection & Placement of students
  - Companies can contact the Department if they are looking for students for placement opportunities.
  - The Department will provide relevant CV's. The Department can contact the students on behalf of the company.
     The Department can facilitate the interview process.
- Company presentations
  - Companies can contact the Department to coordinate company presentations to students.
- Career Fair
  - The Department host an annual Career Fair (free of charge) during which companies are invited to set up exhibition stalls please contact the Department for the next date.

#### 1.3 Summary of services

- Company presentations
- Company requests for student
- Placement of WIL/WBL students
- Scheduling of interviews
- CV submission
- WIL/WBL report submission
- Placement of graduates
- Employability workshops (Job Search Skills, CV Writing Skills, Interview Skills)
- Work Readiness Programme
- Annual Career Fair
- Annual Employer Awards Function

#### 2. COURSES WITH COMPULSORY WIL / WBL

ENGINEERING & TECHNOLOGY	OLD QUALIFICATION	NEW QUALIFICATION
COURSE	(NATIONAL DIPLOMA)	(DIPLOMA)
Chemical Engineering	12 Months	06 Months
Civil Engineering	12 Months	06 Months
Computer Systems	12 Months	06 Months
Electronics	12 Months	06 Months
Industrial Engineering	12 Months	06 Months
Mechanical Engineering	12 Months	06 Months
Metallurgy	12 Months	06 Months
Operations Management	12 Months	06 Months
Power Engineering	12 Months	06 Months
Process Control	12 Months	06 Months
HUMAN SCIENCES	OLD QUALIFICATION	NEW QUALIFICATION
COURSE	(NATIONAL DIPLOMA)	(DIPLOMA)
Ecotourism	Ò6 MONTHS	Ò6 MONTHS
Tourism	06 MONTHS	06 MONTHS
Public Relations Management	06 MONTHS	06 MONTHS
Food Service Management	06 MONTHS	06 MONTHS
Business Fashion	06 WEEKS	06 WEEKS



APPLIED & COMPUTER SCIENCES COURSE	OLD QUALIFICATION (NATIONAL DIPLOMA)	NEW QUALIFICATION (DIPLOMA)
Analytical Chemistry	12 Months	12 Months
Biomedical Technology	06 Months	06 Months
Biotechnology	12 Months	12 Months
Non-Destructive Testing	12 Months	12 Months
Agriculture	12 Months	N/A
MANAGEMENT SCIENCES	OLD QUALIFICATION	NEW QUALIFICATION
COURSE	(NATIONAL DIPLOMA)	(DIPLOMA)

06 Months

#### 3. WIL / WBL PROCESS FLOW

Sport Management

- Students are advised to submit the following documents at Co-operative Education:
  - CV (must be updated every 06 months)
  - Motivational letter
  - Academic record
  - Certified copy of ID
  - Certified copy of grade 12 certificate
  - Proof of residence (physical address)
  - Indemnity form (to give the Co-operative Education Department permission to send your information to companies)
- 2. This information will be forwarded to potential employers for opportunities.
- Once the student is selected by the company, it's the student and the employer's responsibility to provide feedback on the outcome to the Co-operative Education Department.

06 Months

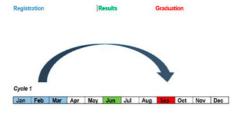
- Students must register WIL/WBL within one month (1) from the date of starting with the training. Registration is done at: Student Admission & Registration, CW-25, Tel: +27(0)16 950 6730
- It's the student's responsibility to confirm his/her registration as soon as possible at: Student Admission & Registration, CW-25, Tel: +27(0)16 950 6730

#### 4. REGISTRATION CYCLES

VUT has an annual (Jan – Dec) academic calendar set in line with the census dates; end of March and end of September. Please see the below analysis, which should be adhered to by both administrators; WIL Co-ordinators and Academic HoD's.

#### CYCLE - 1

Students that register before the end of March will have their results released in June, justifying the minimum period required for Work Integrated Learning, six (6) months; these students can only graduate in September.



#### CYCLE - 2

Students that register before the end of September will have their results released in December to make the March graduation ceremony the next academic year.





#### 5. PREREQUISITES

#### OLD QUALIFICATION (NATIONAL DIPLOMA)

- Students need to have completed all the theory modules before they
  can be placed for WIL
- WIL students should not be allowed to register both P1 and P2 simultaneously
- Validation/accreditation of WIL employers will be done by the Faculties
- Placement will be administered by the Co-operative Education Department
- Recognition of Prior Learning (RPL) will be approved by the Faculties

#### **NEW QUALIFICATION (DIPLOMA)**

- Students need to have completed all the credits required for the specific discipline of study
- WBL students can register all WBL subjects simultaneously.
- Validation/accreditation of WIL employers will be done by the Faculties
- Placement will be administered by the Co-operative Education Department

#### 6. FEES & REGISTRATION FOR WIL / WBL

The WIL registration fee for the old qualification is payable per WIL module. The WBL registration fee for the new qualification is payable per audification.

The WIL/WBL registration fee increases annually. For the latest fee, please contact Student Admission & Registration or the Co-operative Education Department. The fee can be paid at the VUT Finance department or it can be paid into the VUT bank account.

The WIL/WBL registration form MUST be accompanied by the following documents before registration can take place:

- 1. WIL/WBL registration form (obtainable from the Co-operative Education website).
- 2. Appointment/confirmation letter from the company (on company letterhead, signed by mentor/manager and have a company stamp)
- 3. Proof of payment (payment at VUT Finance or via bank deposit)
- 4. Certified copy of ID
- 5. Proof of residence (physical address)
- 6. Certified copy of grade 12 certificate
- 7. Checklist (International Students)

The WIL/WBL registration forms can be downloaded from the Co-operative Education website: https://www.vut.ac.za/cooperative-education/
The registration forms should be completed online and after completion the form should be printed out and submitted for registration at
Student Admission & Registration, CW-25, Tel: 27(0)16-950-6730.

#### NB: ADDITIONAL FFFS:

The following University fees will be automatically added to the student's account when registering for WIL/WBL. These fees remain the responsibility of the student:

- Registration fee per semester
- Student levy per semester

For any queries regarding these fees, please contact the VUT Finance Department

#### 7. BANKING DETAILS

Students paying for themselves:

ABSA Branch Code: 334237
 Account Number: 4068126832

Reference: Your student Number

Companies paying for students:

ABSA Branch Code: 334237
Account Number: 530861945

Reference: Your student Number

#### 8. WIL / WBL REPORT SUBMISSION

Once you are placed at a company you will have to submit your reports according to the specifications from your relevant academic department. The syllabus (logbook) and other information can be found on the Co-operative Education website: https://www.vut.ac.za/cooperative-education/



- 1. Reports are submitted at the Co-operative Education offices (N108).
- 2. After you submit your report, you will receive a receipt as proof that the report has been submitted.
- 3. After capturing the report on the system, the report will be sent to the relevant department for evaluation/assessment.
- 4. The marks can be obtained from the Examinations department and on your academic record.
- 5. After completion of all required modules and WIL/WBL, students can apply for graduation at the Examination Department.

#### 9. DIPLOMA APPLICATION

- 1. Students can apply at the Examinations Department for graduation.
- 2. Documents to be submitted upon application:
- a. Certified copy of ID
- b. Original covering letter from company
- c. Form from Examinations Department
- 3. The closing dates for April graduation is 31 January and for September graduation 31 July of each year.
- 4. NB: P2 or final module reports MUST be submitted to N108 BEFORE applying for graduation!

#### 10. GRADUATE / INTERNSHIP

- 1. Students are advised to submit the following documents at the Co-operative Education Department (N108):
  - CV (must be updated every 06 months)
  - Motivational letter
  - Academic record
  - Certified copy of ID
  - Certified copy of grade 12 certificate
  - Proof of residence (physical address)
  - Indemnity form (to give the Co-operative Education Department permission to send your information to companies)
- 2. This information will be forwarded to potential employers for opportunities.
- Once the student is selected by the company, it is the student and employer's responsibility to provide feedback on the outcome to the Co-operative Education Department.
- 4. Students MIGHT stand a chance to get permanent placement provided that they performed well and if there is a position available at the company
- Should an intern be appointed for a permanent position, they should inform the Co-operative Education Department about the appointment.

#### 11. STUDENTS WITH DISABILITY

- 1. All students with compulsory WIL/WBL courses should follow the WIL/WBL process flow guidelines.
- 2. All students with non-compulsory WIL courses should follow the Graduates/Internships process.
- 3. Extra document required:
  - a. Letter from a qualified medical practitioner confirming the disability and nature thereof.

After submitting documents for WIL/WBL, graduate or internship placement, students should report at the Co-operative Education Department (N108) for additional information.

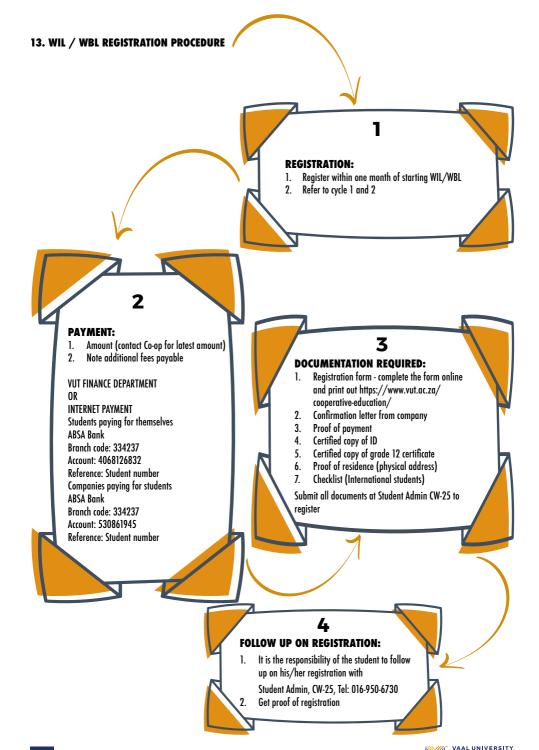
#### 12. SOCIAL MEDIA PLATFORMS:

Website: https://www.vut.ac.za/cooperative-education/ Facebook: VUT Co-op

Twitter: @VUT Cooperative LinkedIn: VUT Cooperative Education Department

Instagram: VUT COOPERATIVE DEP





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- www.cigroup.za.com









Aerosud is an established supplier of aerostructure components as well as aircraft interior systems.

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#### VAAL UNIVERSITY OF TECHNOLOGY

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African NDT Centre is one of only two facilities in the country that offers training and exams towards the internationally recognised and coveted British Personnel Certification of NDT certification scheme (PCN).

We are conducting PCN exams for candidates from the Oil & Gas, Petrochemical and Power Generation industries. PCN Certification gained by these n-stitute of NDT to prepare and administer PCN examinations to qualify NDT personnel. candidates is globally recognised while their to be the only Authorised Qualifying Body (AOB) in Africa authorised by the British PCN Training and Examinations exceeds ISO 9712 in many areas ensuring the We at African NDT Centre are proud highest standards in industry are not only met, but exceeded





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Approvals include AS/EN 9100 / ISO 9001 (Bureau Veritas) quality and Nadcap, a global One of the most renowned international standards for cooperative accreditation program.





Pierre Van Ryneveld Park, 520 Van Ryneveld Ave, Centurion, 3045

PO Box 68253

0045

Tel: +27 12 665 3248 Fax: +27 12 665 4749 B/NDT

Centurion Highveld





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AGROSUD ACTION



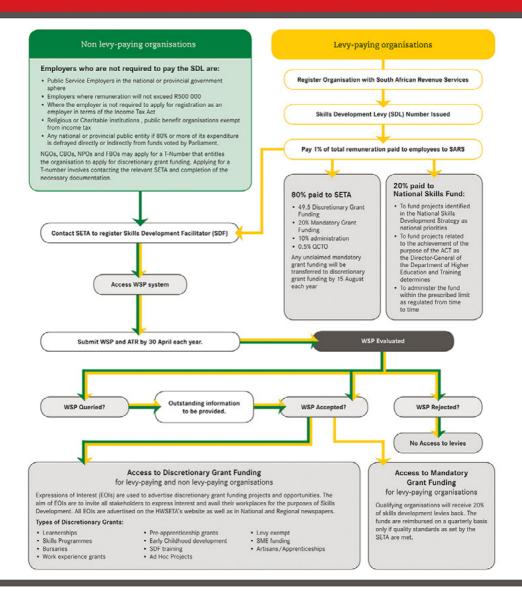






#### How to Access HWSETA Funding

#### for levy-paying and non-levy paying organisations



#### Bridging the Skills Gap

0800 864 478 • hwseta@hwseta.org.za www.hwseta.org.za







## THE NEWLY ELECTED CAMASA BOARD OF DIRECTORS ARE REPRESENTING THE FOLLOWING COMPANIES:





































— WHAT IS MWORX™?

#### Advanced Manufacturing Automation & Collaboration Platform

Are you stuck managing clients and manual processes? Is jumping between multiple software solutions just to get the job done wasting unnecessary man-hours?

 $MWorx^M$  gets you easy access to scarce and specialised resources, using an automation framework that allows for quick and agile adaptation, giving you flexibility to scale and automate where you need it most.

- ✓ Business Processes as a Service
- ✓ Integrate your business
- ✓ Cradle-to-grave full traceability
- ✓ Production control & monitoring

#### Suitable to industries such as (but not limited to):



Nuclear



Aerospace



Medical



Automotive



Robotics



Consumer





30+ years

Real-world manufacturing experience

MWorx<sup>™</sup> evolved through the digital transformation of our parent company, Aerosud, an international manufacturer and supplier of components to the aerospace and military industry. That means that when we deliver solutions, we know that it has been tried and tested in the real world.

We do this not just to help other engineering and manufacturing businesses to standardiss improve scalability, traceability and efficiencies, but to give them a competitive advantage against the larger industry leaders out there.





#### BUSINESS PROCESSES AS A SERVICE

### An off-the-shelf solution that behaves like custom software

Not one business is alike. Most off-the-shelf business solutions force fit a one-size-fits-all approach, this leads to companies trying to plug the gaps with various 3rd-party or bespoke software solutions and manual processes. MWorx<sup>®</sup> bridges the gaps between operations, seamlessly integrating the complete manufacturing process saving you time and money.

The Manufacturing Worx (MWORX™) platform is vital for any manufacturing organisation who want to scale with confidence, simplifying and connecting clients and suppliers to ultimately reducing the time of collecting information. This cross-system integrated solution is the perfect space for easy access to scarce and specialised resources, using an automation framework that allows for quick and agile adaptation, giving you flexibility to scale and automate where you need it most at a very competitive cost to your business

The platforms offers secure and standardised collaboration, with access to specialised resources and skills with QMS experience to assist your business. Leverage these world-class resources and platform for the automation of your business.

For more information visit mworx.ai

#### - THE VALUES

### Need affordable access to specialised skills & knowledge?

In today's business environment, your competitive edge is no longer just your product or people, but your processes too. These processes lead to reliability and ultimately to trust in your business and products.

Having access to specialised resources and skills shouldn't be barriers to growth. We believe the only thing that should be holding you back is your imagination. With the MWorx™ platform, affordable access to specialised resources and world-class skills is a given.

- Reduce time dealing with requests
- Single system access to all information
- ✓ Full traceability: Cradle-to-Grave
- Standardise automated processes
- Digital twins to monitor & improve

Request a demo today and see for yourself how MWork can help you level up your business processes.



Discover how to automate your business today with MWorx™!

Manufacturing Worx

520 Van Ryneveld Ave, Pierre van Ryneveld Park, Centurion Info@mworx.ai













#### COMMUNITY COLLEGE OF SOUTH AFRICA

Community College of South Africa (CCSA) was established in 2012. Since inception we have provided business consulting services to clients in the energy, transportation and logistics, Construction, engineering, manufacturing, government and private sectors. Consulting on Lean Manufacturing, Health and safety compliance and training, ISO 9001/45000/14000/22000 consulting and training.

The firm was founded on the principle that our existence must significantly benefit our clients and directly benefit the South African people.

We measure our success on the solid performance of our clients, our impact on the broader society and the growth opportunities we provide our people.

"Consulting is about making a positive and lasting impact on our clients' businesses, our own business and the broader economy."

As part of our Social development programme, CCSA offers opportunity for Industrial Engineering Graduates seeking Work Integrated Learning.

We have mentored and coached many learners in the Industrial Engineering and Mechanical engineering field from VUT.

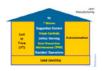
We look forward to a continuing relationship with VUT.

Contact: Devan Munien : 083 7770 179

E-mail: devanm@telkomsa.net

Kumaran Gungarajoo : 082 3228 004

E-mail: kumarang@mweb.co.za









The Sedibeng District Municipality is the proud custodian of a region strengthened by its greatest natural assets, the Vaal River and Vaal Dam and is still affectionately referred to as "the Vaal".

The municipality is the only area in the province that is situated on the banks of the Vaal River and Vaal Dam, covering the area formerly known as the Vaal Triangle. The Sedibeng District is a stone throw from Johannesburg along the scenic Vaal, Klip and Suikerbos Rivers. It is comprised of the Emfuleni, Lesedi and Midvaal Local Municipalities, and includes the historic townships of Evaton, Sebokeng, Boipatong, Bophelong, Sharpeville and Ratanda, which have a rich political history and heritage.



Stretching across rural and urban areas alike, the Vaal accommodates a diverse lifestyle and tourism experience for both residents and tourists. From Heidelberg to Meyerton, Vanderbijlpark and Vereeniging, the Sedibeng district covers the entire southern part of Gauteng and it has 12 different tourism routes in the area, including scenic, river, struggle and the birding route.

A business, leisure and cultural destination, the Vaal is ready to be discovered!











#### **4levels Academi**

Academi is a training solutions developed by 4levels that offers the opportunity to take the next step toward your personal and professional goals.

Our vison is to be the leading provider of ICT services on the African Continent, developing the skills base for the top international technology brands.

4levels Academi aim to close gap in **South Africa's skills shortages** since is regarded as a key factor preventing the achievement of targeted growth rates.4levels Aim to:

- > Develop skills for the South African workforce.
- > Increase investment in Education and Training.
- Encourage employers to promote skills development by using the workplace as an active learning environment.
- Ensure the quality of education and training in and for workplace, and assist with the placement of first time work seekers.

#### Training methods

#### Classroom or Client-site training

Provide hands-on, instructor-led training right in own facility or your organization's own facility.

#### Virtual training via Microsoft Teams

This was the chosen deliver format during the pandemic. It provide a safe and effective alternative to the classroom, learn from the Safety of Your Home. Classes include lectures, demonstrations, and hands-on virtual labs.

#### Self-paced learning

Our eLearning can take place anytime anywhere, and covers many of the same topics as our instructor-led classes.

#### Learning partners

- > LearnQuest (IBM GTP)
- > PECB
- > Rightclick
- Serviceseta
- AAs Consulting and Strategy
- Microsoft

Soft Skills Training

Our training programs

- > Microsoft Training
- > CompTIA
- > IBM Training
- > Institute of Certified Bookkeepers & Accountants (ICBA) training
- ISO (International Organization for Standardization) training

#### Internship program

We offer an internship program to student interested in learning experience.Our Intern works at the company for a fixed period of time, usually three to twelve months. Interns work the same hours as the company's full time employees.

#### How do student interns benefit from an Internship Program?

- Provide projects that complement academic programs and/or career interests.
- · Give broad exposure to the organization.
- Provide reliable supervision and mentoring.
   Ensure interns are keeping pace and
- •Enable the intern to establish a profession network.

#### **Learning Goals**

accomplishing goal.

At the start of the internship the supervisor and intern create a list of learning goals the intern hopes to complete.

The learning goals serve as the academic and professional roadmap for the intern's semester/time with our organization.

This activity helps to clearly identify the intern's learning objectives and how the intern plans to accomplish them.

#### How to get in touch with us

4levels Solutions is an IT firm, we managed end-to-end IT Solutions through Consulting & Outsourcing, Training and Certification, Cloud services and Software/Application development.

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Cell number: +27 74 334 4444
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Website: www.4levels.co.za



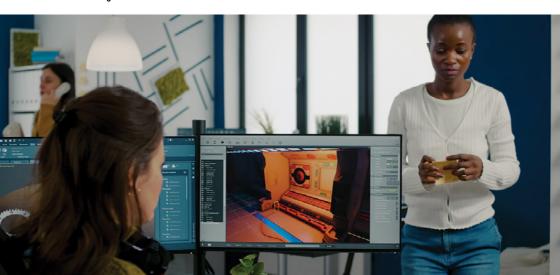


#### BANKSETA IS INVESTED IN CHANGING THE LIVES OF THE COUNTRY'S GEMS-THE YOUTH...

The BANKSETA funded 188 commerce students with total amount of R13 125 000.00 for the bursary project for 2021/22 financial year in partnership with the Vaal University of Technology (VUT), and through a work-integrated learning programme which involves, the BANKSETA assisting with internship and learnership programme by encouraging employers to provide opportunities to students after the completion of the qualification.

FOR MORE INNFORMATION, PLEASE VISIT A BANKSETA OFFICE NEAR YOU GAUNTEG / LIMPOPO / FREE STATE / EASTERN CAPE
011 805 9661 / 015 297 0199 / 015 406 936 / 043 721 3349

www.bankseta.org.za Anti-fraud Hotline: 0800 222 985 info@bankseta.org.za





ENTREPRENEUR MATAU RAMAPUPUTLA, takes on ICT sector as a black female owned business in alobal technological solutions and founder of Moepi Publishing.

Her companies, Moepi Publishing specializes in solving technological services for its clients whilst Moepi Technology Institute primarily focuses on the development and delivery of an optimum training and education in the (ICT) space.

Ramapuputla born and raised in Pretoria, describes her academy as an institute where knowledge and skills are transferred to develop a professional attitude in the learners. "Our mission is to up-skill unemployed youth who need to enter the job market with the latest ICT industry training

trends and provide high quality training to ICT professionals who wish to upgrade their skills," she says. In a bid to curb the high unemployment rate, Ramapuputla during lockdown currently skills 15 learners in pro-

arammes that credits them in fields such as:Project Managers, Business Analysts, Multimedia Specialist, Developers & Programmers, Testers, Systems Trainers, Support and Network Specialist.

After a period of a year learners qualify to be placed in various workplaces.

" We have numerous projects to implement in Moepi Publishing however this will depend on the funding it acquires for skills development."

Established in 2014, her company thrives in developing own products to cater for any client including plans of expanding to 55 learners to coach in varying IT departments within the institute.

" Moepi Technology Institute identifies trends and follow current developments in the ICT space by translating these into improvements and adjustments to the training courses through the introduction of new programmes. Responding to the requirements of a changing environment implies constantly redefining our academic programmes, reworking the contents in the light of the objectives, designing methods best suited to the individual needs of the trainees by putting the identified new methods and ways of working into practice," Ramapuputla says.

Ramapuputla's resilience in her passion has awarded her nominations in MTN's Women in ICT Awards celebrating the contribution of women professionals in the growth and development of

Apart from ICT skilling. Ramapuputla is an author and publisher of children's books. Moepi publishing eBooks are available on overdrive, making the eBooks available within South African and US libraries. She holds a Master's Degree in Business Information Systems.

Ramapuputla integrates her two companies to advance skills for learners who show interest in the technology space.

While business is challenging and tough, her company makes inroads to fight the calamity of unemployment and rarity of skills crisis in our country.









Reef Tankers is one of the largest inland Petro-chemical transporters in South Africa. Our vision is be recognized, respected and admired as the number one professional, safe transporter of hazardous Petro-chemical products, primary and secondary, with the highest level of service excellence and consistency, committed to loss free performance.

Reef Tankers has been operational for 23 years and have offices strategically position nationally. Reef Tankers continuously commits to training and development of our employees and provides opportunities to previously disadvantaged youth through our learnership and internship projects. Investing in Skills

Reef Tankers runs an unemployed Internship every year for university graduates with a minimum Diploma in the following fields of study: logistics, transport, supply chain and business administration. Reef Tankers provides these graduates with a 1-year work experience in their field of study together with a monthly allowance.

To date we have successfully provided opportunities to approximately 60 candidates with a 100% permanent retention rate.

Success stories – 5 of the interns that were provided an opportunity have been promoted to senior management positions within the company.

For graduates that have complete their studies in the above listed fields can email their cv's to: Careers@reeftankers.co.za







Dixon Batteries has a long and fruitful history with placement of VUT students as part of their WIL, (Work Integrated Learning) programme.

The most recent placements were 4 students - 3 electrical engineering and 1 chemical engineering students.

The period of placement ranged from 1 May 2020 till 30 June 2021.

Three 3 students just ended their period with us.

However, the latest student just started his journey with us on 29 March 2021 and will end in 12 months' time.

With the disruptive impact of Covid19 we are not able to have place more students for this year, but we are in constant contact with the Co-operative Education Department.

Dixon batteries is embarking on exciting new technology investments and the students has been part of this exposure and growth.

#### **DIXON BATTERIES COMPANY PROFILE**

#### OUR VISION

To be the preferred supplier of batteries for automotive, renewable and energy storage cells.

#### **OUR MISSION**

By continually:

- · designing quality products.
- caring for the environment, by recycling our products.
- giving our customers excellent service and selling our products at competitive prices.
- · creating long term employment.
- strategic partnerships.
- nurturing cultural diversity.

#### A BRIEF HISTORY

Dixon Batteries has a proud record of 62 Years in the industry.

Founded by Edward Leslie (Les) and Mable Dixon, the company produced its first batteries in 1955 in a small shop in Leslie Street, Vereeniging. Today the business is housed in a modern factory on Johannesburg Road, Vereeniging. Richard and his son Russell now run the company, making Dixon Batteries a third-generation company.

#### **DELIVERING QUALITY**

From the outset we have understood that a locally-manufactured battery could only succeed if exceptionally high-quality standards were established and maintained, with regard to both products and service levels. Quality control at Dixon Batteries is therefore an integral part of our manufacturing process. Our well-trained and experienced technicians use state-of the art equipment to manufacture batteries under an ISO 9001 certified quality management system. In addition, our automotive range carries the South African Bureau Standard (SABS) mark of approval.

#### PURSUING EXCELLENCE

This policy ensures that we continue not only to remain competitive within the local market, but to maintain a commitment to excellence supported by cutting-edge technology that maintains our assembly technology at world- class standards.

#### OUR TEAM

Our competencies are founded on our highly motivated employees, with every single member of staff making a dedicated contribution, and many proudly holding service records ranging from 10 to 30 years. And when it comes to personal commitment, we believe that the words of W Clement Stone perfectly capture the ethos of Dixon Batteries.

There is little difference in people, but that difference makes a big difference. The little difference is attitude. The big difference is whether it is positive or negative.'





#### SOCIAL RESPONSIBILITY

As a South African Company, we understand that our actions have an impact and that we can make a positive difference in the community in which we operate. Dixon Batteries is proud to support Sedibeng Children's Haven, which is a Non-Profit Organization offering a place of safety for up to eighteen children (age 2 - 14) who had been removed from abusive situations. Approximately 337 children have already passed through the Haven. These children have all benefited from the positive environment and specialized assistance provided by the Haven.

#### OUR PROMISE

We warranty our batteries against failure through faulty workmanship or materials. In the event of such failure, and if it is found to be defective within the warranty period, we will repair or replace the battery free of charge.

#### OUR COMMITMENT TO SOUTH AFRICA

An average motor car battery contains in excess of 85 components and at Dixon Batteries we are firmly committed in our support of local industry and manufacturing by ensuring that every Dixon Battery contains no less than 90% locally manufactured components.

#### **GOING GREEN**

As a leading South African manufacturing brand, and as a responsible, cooperative company, we understand and acknowledge that our activities, products and services may have adverse effects on the environment. We believe in the sound environmental management of all our systems and have implemented the ISO 14001 Environmental Management System to enable us to be environmentally responsible by manufacturing and recycling batteries efficiently.

#### **OUR PLEDGE**

By regularly identifying the environmental aspects and impacts of our products, services, activities and new developments, and by regularly reviewing our policy and environmental management system for continued suitability and by providing adequate resources for its implementation and maintenance, we are committed to the prevention of pollution through:

- Setting and regularly reviewing environmental objectives and targets.
- Complying with applicable legal and other requirements.
- Communicating our policy to all staff as well as making it available to the public.

#### **HEALTH AND SAFETY**

Because we understand that what we may pose certain inherent hazards to our customers, community and employees, and we have implemented the OHSAS 18001 Health and Safety Management System. and we are committed to:

- . Communicating our health and safety policy to all our staff, as well as to all who come into contact with our products.
- Providing adequate resources for the implementation and maintenance of our management system and the prevention of injury and ill health
- Providing continuous training and other awareness programs and pro-actively consulting with our employees' health on safety
  matters, and to regularly reviewing our policy.

#### POWERING YOUR FUTURE

Dixon Batteries is a proudly South African manufacturer, dedicated to maintaining the leading role and impeccable reputation that we have steadily and dependably built for over sixty years in the automotive industry.



### **elementsix**

#### DE BEERS GROUP

Founded in 1946, Element Six has developed to become a global leader in the design, development and production of synthetic diamond and tungsten carbide supermaterials. Part of the De Beers Group, we employ over 1,900 people internationally. Our primary manufacturing sites are located in the UK, Ireland, Germany, South Africa, and the US. The South African site, located in Springs is one of the largest synthetic diamond manufacturing sites in the world. We employ scientists and engineers in different fields and this multidisciplinary team is responsible for refining the latest developments from our research division in the UK for large scale thereof to our customers world-wide.

In addition to dealing with the daily production, safety, accreditation and certification required to manage an operation of this scale Element Six in Springs is actively involved in training and development. We offer a well-structured work-integrated-learning programme for students that have successfully completed their S4 and have the drive to succeed. Element Six, Springs also offer bursaries for tertiary education and internships for students that have completed a N6, BSc or BEng degree and many of our employees are the product of these programmes. People are Element Six's greatest investment and offer various opportunities for further study to its staff.



If you enjoy working as part of an innovative team and on a beautiful campus contact our HR department to enquire about opportunities OR look out for the opportunities offered.

Element Six (Production) Proprietary Limited

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Registered company number 1960/004396/07





## umAfrika Gaming Technologies Upskills 4 Learners in 2021 Learnership Programme

umAfrika Gaming Technologies, a subsidiary of umAfrika Holdings, is a 100% South African owned company with majority black ownership. As an organisation, they are licenced to import and sell gambling equipment, goods, and services with exclusive distribution rights to Aristocrat and StylGame products in South Africa, Sub-Saharan Africa, and Indian Ocean Islands.

The choice of name "umAfrika" which means "I'm an African" in Zulu, allows reflection on their entity that is not only 100% South African owned but also majority black-owned, in line with Black Economic Empowerment policies imperative to businesses today.

In aligning the above to not only ensuring the best service and quality to that of their clients, but they also aim to empower individuals to gain knowledge to supply knowledgeable youth to enter the industry. umAfrika's learnership programme was launched in 2016 with the aim of contributing to skills development for unemployed South Africans. One of the main objectives of the programme is to fortify and expand the gaming industry with more qualified technicians by recruiting talent from local institutions of higher learning.

With the assistance of grok HR consulting, four students enrolled at various institutions of higher learning were selected for the programme: Kenny Kganyago, Ntombeziningi Sibiya, Nosipho Fakude and Menzi Mdakane. Before final selection, the students were taken through a series of assessment procedures to gauge their capabilities and throughout the year had to satisfy various elementary outcomes before successful completion of the training.

"The programme is designed to develop professional engineering technicians by teaching learners how to apply mathematical, scientific and engineering theory to electronic engineering systems and equipment," says Technical Manager and Mentor at umAfrika, Ronnie Maisela. Nosipho Fakude, a student who are currently participating in the learnership, described the year-long programme as an eye-opening experience. "The programme is truly interesting, and I am learning so much about not only about field of study - engineering, but that of the gaming industry through umAfrika Gaming Technologies."

According to Mr Maisela, one of the key benefits of the learnership programme is that the learners get exposure to the live casino and working environments in South Africa acquainting them to general operations and procedures.

"I wish all of our 2021 learners well for the future. My hope is that they will become agile employees who are skilled and always prepared to come up with solutions to challenges that they may face as technicians," says Mr Maisela. He concluded by wishing the 2021 Technical Learnership Programme candidates well for the year ahead.







#### **Upskilling - The Key to Sustainable Business**

At Resolution Circle, we recognise the challenges that employers face to remain relevant & competitive today and tomorrow. The reality is that local businesses have to compete on a global stage and more importantly, local businesses have to compete with global businesses on a local stage. There is increasing pressure on business to adopt automation at increasingly higher levels of business, which in the short term could seem like a threat to the employment of citizens.

Does this mean, however, that there is no hope to consolidate and increase employment? No, not at all. With relevant education, upskilling and real-world experience with modern technologies, humans are more relevant in production and service delivery than ever. The key to success does, however, depend on the commitment by employers to promote the training of employees and future employees. Perhaps more importantly it depends on the youth harnessing all the upskilling opportunities that emerge, to empower themselves. If learners & trainees, employers, government, and SETA's play their roles effectively, we can significantly improve the wealth of our upcoming youth.

#### COMPANY PROFILE - RESOLUTION CIRCLE

Resolution Circle is a technical training provider with a wide range of programmes, designed to address the skills required in today's rapidly developing technical environment. We are committed to ensure that our trainees and corporate clients are equipped with a keen mindset, skillset, and wealth of knowledge to harness the opportunities emerging from the fourth industrial revolution. Furthermore, we offer various value-added services, to provide the highest possible value to our clients, through turnkey solutions. During the development, implementation, and continual improvement of programmes, it is our key focus to ensure that our trainees receive current and future relevant training.

Our offerings include:

- Apprenticeships
- Registered Skills Programmes
- Short Learning Programmes
- Work Integrated Learning
- Graduate Internships
- Candidacy Programmes
  - Many value-added services complimentary to our training

We are a University of Johannesburg initiative.

Visit us at:

www.resolutioncircle.co.za

www.linkedin.com/company/resolution-circle/

www.facebook.com/ResolutionCircle/

#### **WORK INTEGRATED LEARNING & INTERNSHIPS**

Resolution Circle is built on the foundations of empowering young technical talent through Work Integrated Learning. Resolution Circle has provided WIL programmes to thousands of University of Technology National Diploma students since 2012, added dedicated WIL for TVET programmes in 2019, defined clear pathways to professional registration through its candidacy programmes and facilitates & hosts internships in soft & technical disciplines.

We pride ourselves in being a collaboration partner in every sense of the word. We actively collaborate with TVET colleges, Universities of Technology, private sector businesses, government departments, SETA's and critically with other technical training institutions.

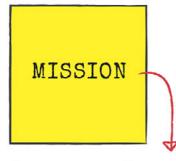
In 2021 Resolution Circle is set out to hit record high performance, leveraging all the opportunities we have to empower our youth despite the challenges brought along with COVID-19 regulations. Currently, apart from private sector funded programmes, notably we are running programmes funded by MerSETA, TETA, CHIETA and MQA to more than 1000 participants. These include WIL for UoT, WIL for TVET, Candidacy and Graduate Internship programmes.







## COMPETITION



SKILLS

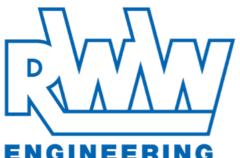
- Technical -Logical A

ACTION

SUCCESS

Practice-+ Planning







This is Kabelo Phala - an aspiring technical artisan doing her one-year 'work-integrated-learning' at RWW Engineering (Pty) Ltd. Practical experience is fundamental to building competencies in technical and trade skills. By making training and skills development available to Kabelo, and many others, we are helping individuals upskill themselves, and subsequently uplifting our local communities.

Skills development and training is the ultimate investment. It is how we can ensure that the South Africa of the future, the South Africa we leave behind for our children, is built upon a solid foundation that will stand the test of time.

RWW specialises in the manufacture of electrical equipment and turnkey projects, providing the industry with products such as switchgear, motor control, reactive power compensation, harmonic filter equipment and other related products. After more than three decades in business, RWW has gained a superior reputation as a leading manufacturer and supplier to the electrical industry.

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Inspiring thought. Shaping talent.



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