

SAQA Qualification ID: 79886 Qualification Title: National Certificate:

Business Advising NQF Level 05 Minimum Credits 146

PURPOSE AND RATIONALE OF THE QUALIFICATION

Purpose:

This Qualification will provide learners with the competencies required to offer a business advising service to mostly small and medium enterprises (SMEs). It will assist the learner to provide independent, impartial and confidential information and guidance to potential and established SME businesses, based on substantial business experience and current knowledge of related factors, so that clients may learn and benefit from that advice in their subsequent actions.

It will provide the learner with the knowledge and skills to be able to work "through and with" rather than "for" a client. The client comes to own both the problem and the solution and he/she is motivated to set objectives and take action. It will also show the learner how to develop an ongoing long-term business advising relationship between an experienced Business Adviser and client that covers a diverse range of topics as a business develops.

This Qualification recognises the broad base of technical business advising competencies required for people who are in business advising related roles, people aspiring to grow in the industry and people wishing to extend their business advising skills. This Qualification will assist learners to gain the skills, knowledge and competence to undertake a broad range of business advising activities and carry out a mix of specialised operations including the giving of advice on organisational processes and human resource needs and utilisation.

On achieving this Qualification, the learner will be able to:

- Conduct due diligence and viability analysis processes to assess business performance and risk.
- Develop and guide the implementation of risk mitigation and business rehabilitation/rescue interventions.
- Develop and guide the implementation of strategic and business plans.
- Mentor/coach businesses with the view to improved business performance and long term growth and sustainability.
- Manage own business advising practice.

The Qualification not only consists of knowledge and skills required to equip the learner to perform the function of Business Adviser professionally and with insight, but contains building blocks of skills and knowledge that can be developed further in Qualifications in Business Advising at higher levels on the NQF. The intention is:

- To promote the development of knowledge, skills and values that are required in the Business Advising industry.
- To release the potential of people, in order for them to grow and develop.
- To provide opportunities for people to move up in their career by being more valuable to their organisation, the economy and themselves.

Modules:

	US ID	Unit Standard title:	NQF Level	Credits
Core	263455	Apply the principles of costing and pricing to a business venture	Level 4	6
Core	263356	Demonstrate an understanding of an entrepreneurial profile	Level 4	5
Core	117241	Develop a business plan for a small business	Level 4	5
Core	252030	Analyse compliance to legal requirements and recommend corrective actions	Level 5	4
Core	115821	Apply business financial practices	Level 5	4
Core	15236	Apply financial analysis	Level 5	4
Core	115824	Appraise the SMME business owner and or manager	Level 5	5
Core	115815	Conduct an analysis of business opportunities and develop future rehabilitation strategies	Level 5	10
Core	115854	Determine and negotiate terms of reference of business appraisal service to SMMEs	Level 5	7
Core	115830	Develop own ability to provide a business advisory service for SMMEs	Level 5	10
Core	115811	Establish and appraise the SMME,s current situation and potential	Level 5	10
Core	115857	Explain marketing for SMMEs	Level 5	6
Core	115816	Identify business success issues for SMMEs	Level 5	6
Core	10223	Implement strategies for behaviour change and lifestyle coaching	Level 5	20
Core	252025	Monitor, assess and manage risk	Level 5	8
Fundamental	252036	Apply mathematical analysis to economic and financial information.	Level 5	6
Fundamental	115790	Write and present for a wide range of purposes, audiences and contexts	Level 5	5
Elective	13952	Demonstrate basic understanding of the Primary labour legislation that impacts on a business unit	Level 4	8
Elective	115407	Apply the principles of change management in the workplace	Level 5	10

EXIT LEVEL OUTCOMES

On achieving this Qualification, the learner will be able to:

1. Conduct due diligence and viability analysis processes to assess business performance and risk.
2. Develop and guide the implementation of risk mitigation and business rehabilitation/rescue interventions.
3. Develop and guide the implementation of strategic and business plans.
4. Mentor/coach businesses with the view to improved business performance and long term growth and sustainability.
5. Manage own business advising practice.

