

**SAQA US ID: 79626 QUALIFICATION TITLE: Further Education  
and Training Certificate: Commercial Property and Facilities  
Management: NQF Level 4 Credits 150**

**PURPOSE AND RATIONALE OF THE QUALIFICATION**

A practitioner in the field of Commercial Property Management needs to have a broad knowledge of the concepts, principles and theory underpinning the skills and specialized knowledge required to practice within this field. The aim of this qualification is therefore to provide learners already operating in Commercial Property management or who want to practice within this field with a broad understanding of the knowledge base on which their practice should be founded.

The qualification has been designed for new entrants into the field as well as to facilitate the formalization of knowledge and skills acquired by learners that have extensive experience as Property Practitioners, Managers, Brokers and Facility Managers in Commercial Property.

Commercial Property Management is a multi-million Rand sector which requires professionals who are well-trained and knowledgeable to meet the commercial property needs of the business community through the provision of office space and business premises. A wide range of legislation applies to this sector and employees/agents need to understand the relevant legislation and be able to apply it in the execution of their work. This qualification strives to equip the learners with the knowledge and skills necessary to be able to operate effectively and efficiently in the Commercial Property Management sector.

The knowledge and skills required by practitioners, managers, brokers and facility managers in the Commercial Property Management sector are specialised. The development of this qualification arose from a need to develop a learning pathway for practitioners who are entering into, or have been practicing in this field for many years without being able to gain recognition against a nationally registered qualification.

Property Practitioners, Managers, Brokers and Facility Managers in Commercial Property need to comply with the requirements of the Estate Agency Affairs Board (EAAB) in order to register as non-principal estate agents. This qualification aims to satisfy the EAAB's requirements in this regard, but focuses on the specific knowledge and skills required within the field of Commercial Property Management.

The registration of the Further Education and Training Certificate: Commercial Property and Facilities Management on the NQF underpins the professionalization of the Commercial Property Management sector. It also creates a formal learning pathway for individuals wanting to follow a career within this lucrative and quickly expanding field.

## **SPECIFIC OUTCOME**

Candidates completing this qualification will have developed the knowledge and skills required to:

- Analyse, evaluate and apply the Real Estate Code of Conduct and Ethics.
- Perform the functions related to general business in the Commercial Property Industry.
- Perform the specific functions related to an area of specialisation within the Commercial Property Industry.

### **Property Management (Commercial):**

- Assess viability of regeneration options in the property industry.
- Contribute to a detailed property feasibility study and property valuation.
- Manage a consultant property project team.
- Recruit and select candidates to fill defined positions.
- Apply technical knowledge and insight into property as an investment.
- Research the viability of new venture ideas/opportunities.
- Develop a tenancy mix strategy.
- Consult with interested parties to promote community participation on housing development projects.
- Maintain and control the use of asset and investment resources.
- Plan a public relations programme.

### **Facilities Management:**

- Coordinate fit-out of premises for user occupation.
- Determine space utilization.
- Manage a consultant property project team.
- Consult with interested parties to promote community participation on housing development projects.
- Maintain and control the use of asset and investment resources.
- Implement and manage customer specific workplace requirements.

