



2026

PROGRAMMES

LEVEL: OFFICE STAFF

PROGRAM		DURATION	MIN	MAX	PRICE
Basic Labour Law (Introduction)		1 day	8	20	R2 150
Labour Law (Complete)		2 days	8	20	R4 460
Teamwork Workshop		2 days	8	10	R28 060 per group
Clarifying job responsibilities and goals to increase the effectiveness of a work team					
Sales Skills (Sales Behavior, Behavior Change, Role-Playing Games)		2 days	8	10	R28 060 per group
Practical Human Resource Management		½ day	8	20	R1 130
Discipline in the Workplace and Disciplinary Hearings and Procedures		2 days	8	20	R4 460
Introduction to isiXhosa Culture and Language		½ day	8	16	R900
Basic Employment Law: A Better Understanding (Rights and Obligations of Agri-Workers)		½ day	8	16	R900
WorkQ® Free to Grow (Personal-, Work-, Team and Organisation Journey)		2 days	8	16	R23 370 per group
*Accredited: 'Services Seta'					
WorkQ® Diversity Free to Grow		2 days	8	16	R23 370 per group
This version of WorkQ®, our highly successful employee engagement programme, has been specially customised to offer an alternative to traditional diversity training. It offers an inside out approach to diversity, viewing it not as the entry point, but as one of the ripple effects of individual growth and organisational alignment.					
Life Skills Free to Grow		2 days	8	16	R23 370 per group
Self-development, Communication, Conflict management, Relationships, Assertiveness		4 days			R46 750 per group
*Accredited: 'Services Seta'					
Money Sense Free to Grow		2 days	8	16	R23 370 per group
*Accredited: 'Services Seta'					
Staying Strong Free to Grow		1 day	10	16	R15 080 per group
An ideal tool to equip your employees to cope with emotional stress. The focus is on strengthening resilience, optimism and ownership – an attitude that will have a positive effect on employees' work and lives					

