



FREIGHT HANDLING

Level 3 SAQA ID – 57831



TABLE OF CONTENTS

QUALIFICATION INFORMATION 03

QUALIFICATION OUTCOME 04

RESPONSIBILITIES 05

**QUALIFICATION STRUCTURE
AND OUTLINE** 06

NOTIONAL HOURS MATRIX 08

QUALIFICATION INFORMATION

NATIONAL CERTIFICATE: FREIGHT HANDLING

Level 3 SAQA ID – 57831 151 Credits

Entry Requirements:

Applicants that are accessing this Qualification are competent in:

- Communication at NQF level 2 or equivalent.
- Mathematical Literacy at NQF level 2 or equivalent

Objective:

Learners completing this Qualification, in whatever area of specialization selected, will be able to demonstrate the ability to consider a range of options related to their chosen field in order to make decisions and improve performance around, inter alia, freight handling administration, planning; goods handling, storage, transport planning, and basic freight handling equipment maintenance.

People involved in freight handling play a key role in the movement of goods since they represent the physical link that ensures that the freight is efficiently and safely handled. The required knowledge and skills can be used in many other goods handling environments or equally as well in a full warehousing environment. On-the-job experience can progressively lead to positions of more responsibility in the safe handling of goods and freight.

The safe handling of freight is dependant upon the applicable people complying with the relevant procedures and applying the necessary skills to their handling. This Qualification, therefore, is aimed at providing learners in the Freight sector with:

- An integrated practical and theoretical grounding in Freight Handling.
- The ability to work more effectively with others.
- The skills necessary to maintain and enhance the level of service and quality of service expected by customers.
- An awareness and understanding of key business principles that lead to transformation, transferability, economic growth and social development in the freight handling industry.

The key areas of specialisation identified within the Freight Handling Industry are as follows:

- Warehousing and Distribution
- Port Operations
- Stevedoring
- Courier Operations
- Bulk Handling
- Airfreight
- Forwarding and Clearing

QUALIFICATION OUTCOME

The learners who achieve this qualification:

1. Understand the principles of the freight handling business in South Africa
2. Understand the composition of the supply chain in the transport industry
3. Understand legislated and company-required health, safety, environmental and security practices
4. Act responsibly when handling freight

Furthermore, learners completing this learnership will be able to demonstrate:

1.
 - The different modes of transport and transport services offered in South Africa are explained relevant to the area of specialization.
 - The different types of businesses and their legal implications are explained with examples.
 - The way in which the principles are applied is described with examples.
2.
 - The aim of the supply chain is explained according to the selected specialist stream.
 - The role and function of the organisation within its supply chain(s) is explained according to international principles.
3.
 - The requirements of the Occupational Health and Safety Act and in-house policies and practices concerning health and safety in the working environment are described and explained according to requirements.
 - The requirements of industry specific environmental legislation policies and practices are explained with examples.
 - The impact of HIV/AIDS and the handling of persons with HIV/AIDS are explained with examples.
 - The effects of poor hygiene and health on the organisation and the country are explained using examples.
4.
 - Procedure for safe packing, handling and securing of freight are applied in accordance with standard operating procedures.
 - Operating practices are complied with in the handling of freight according to legislation and regulations.
 - Freight handling equipment is used and operated in accordance with safe and legislated requirements.

RESPONSIBILITIES

- Full project management of learnership
- Monthly progress reports, quarterly reports to the SETA and handling of SETA site visits and the external verification visit at the end of the learnership
- Course material, pens, and workbooks
- Training, using a Qualified Facilitator
- Assessments and moderation
- Uploading of learners on learner registration database and learner achievements
- Certificates of completion and competence
- SETA certificate of competence
- Venue suitable for the number of delegates and required refreshments
- Email access for learners
- Workplace provision

Combined responsibilities of Edge Training and Client:

- Ensure successful completion of the learnerships
- Quarterly project steering committee meeting

QUALIFICATION STRUCTURE AND OUTLINES

Skills Programme 1: Understand the principles of the freight handling business in South Africa

US Type	NLRD	Unit Standard Title	Level	Credits
Elective	123259	Convey dangerous goods by road	3	4
Elective	117668	Demonstrate an understanding of the basics of local and international trade	4	15
Core	8000	Apply basic business principles	3	9
Fundamental	119472	Accommodate audience and context needs in oral/signed communication	3	5
Fundamental	119457	Interpret and use information from texts	3	5
Fundamental	119467	Use language and communication in occupational learning programmes	3	5
Fundamental	119465	Write/present/sign texts for a range of communicative contexts	3	5
Total Credits				48

Skills Programme 2: Understand the composition of the supply chain in the transport industry

US Type	NLRD	Unit Standard Title	Level	Credits
Fundamental	9010	Demonstrate an understanding of the use of different number bases and measurement units and an awareness of error in the context of relevant calculations	3	2
Fundamental	9013	Describe, apply, analyse and calculate shape and motion in 2-and 3-dimensional space in different contexts	3	4
Fundamental	9012	Investigate life and work related problems using data and probabilities	3	5
Fundamental	7456	Use mathematics to investigate and monitor the financial aspects of personal, business, national and international issues	3	5
Core	7997	Managing self-development	4	12
Core	110009	Manage administration records	4	4
Core	8037	Ensuring customer satisfaction and competitive practice	3	2
Core	8035	Processing and controlling documentation	4	4
Total Credits				38

QUALIFICATION STRUCTURE AND OUTLINES

Skills Programme 3: Understand legislated and company-required health, safety, environmental and security practices

US Type	NLRD	Unit Standard Title	Level	Credits
Core	13915	Demonstrate knowledge and understanding of HIV/AIDS in a workplace, and its effects on a business sub-sector, own organisation and a specific workplace	3	4
Core	8016	Maintaining occupational health, safety and general housekeeping	3	8
Elective	117833	Handle a crime situation	3	6
Total Credits				18

Skills Programme 4: Act responsibly when handling freight

US Type	NLRD	Unit Standard Title	Level	Credits
Elective	113843	Obtain and communicate road transport operational information	3	10
Elective	8025	Controlling and locating stock	3	8
Core	242875	Describe basic freight logistic principles	3	6
Core	7996	Operating computer systems	3	8
Core	8021	Taking basic care of freight handling machinery	3	2
Elective	8024	Receiving and dispatching freight, and handling freight returns	3	5
Elective	8036	Packing, handling and securing freight	4	8
Total Credits				47


NOTIONAL HOURS MATRIX:

The roll out strategy below indicates the relationship between theory, practical, workplace and FSA component:

Skills Programmes	Credits	Notional Hours	Contact Session 30% (Hours)	Experiential Learning 70%(Hours)	TOTAL Notional Hours
1	48	480	144	336	480
2	38	380	114	266	380
3	18	180	54	126	180
4	47	470	141	329	470
TOTALS	151	1510	453	1057	1510

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 Edge Training

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