

National Certificate

Hygiene and Cleaning Supervisor



Qualification Details

SAQA QUALIFICATION ID	20175
QUALIFICATION TYPE	National Certificate
QUALIFICATION TITLE	Hygiene and Cleaning Supervisor
NQF LEVEL	3
DURATION	12 Months
MINIMUM CREDITS	120



Entry Requirements

To enroll in this qualification, a learner must possess one of the following:
A Grade 12 National Senior Certificate (NSC) or National Certificate (Vocational) (NCV) at NQF Level 4. An equivalent NQF Level 4 qualification, demonstrating proven proficiency in Communication and Mathematical Literacy.

Purpose of the Qualification

The primary purpose of this qualification is to develop the foundational, practical, and reflexive competencies required for a career in the Hygiene and Cleaning Services Industry to produce employable, professional cleaners and team leaders, thereby positively impacting social and economic transformation.

A qualified learner will be able to:

- **Supervising** a team of cleaners.
- **Maintaining** equipment.
- **Maintaining and restoring** marble, terrazzo, and stone floors.
- **Demonstrating** knowledge of surfaces and chemicals.
- **Removing** spots from carpets (specialist level).
- **Identifying business opportunities** in a cleaning environment

Curriculum and Module Breakdown

The programme is heavily geared towards application, with the following allocation:

1. **70% Practical** (including 75% workplace implementation and 25% assessment activities).
2. **30% Theory** (formal learning/workshop time).



Formative Assessment: Used throughout the hours of formal learning to check understanding of the theoretical components

Summative Assessment: Conducted predominantly during the **hours of workplace practice**. This includes practical demonstrations, observation checklists, and portfolio of evidence submissions to verify the specialised cleaning skills

Workplace Sign-Off: Verification by the workplace mentor/supervisor that the learner has consistently demonstrated the required competencies in a real-world setting.

Module 1

Understand Business Environment

28 Credits

Developing team performance plans, understanding the role of a team leader, investigating workplace structures, and managing essential records. It also touches on personal development and decision-making.

Module 2

Teamwork

18 Credits

The practicalities of team integration, including inducting new members, motivating staff, and the administrative skill of conducting formal meetings.

Module 3

Safety in the workplace

16 Credits

Health and safety awareness, specifically regarding HIV/AIDS education and distribution of information. It also covers safety practices for wastewater treatment and general time management within the work process.

Module 4

Business Management

23 Credits

Financial and operational oversight. This includes budgeting, managing stock (receipt and storage), identifying value-adding opportunities in Service Level Agreements (SLAs), and technical knowledge regarding industrial cleaning chemicals.

Module 5

Business Communication

20 Credits

Fundamental literacy skills tailored for the workplace. This includes oral communication, interpreting various texts, writing for business contexts, and using language effectively in occupational learning programmes.

Module 6

Cleaning the workplace

17 Credits

The focus area of this module is Application of specialised cleaning techniques



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