

Corporate Profile



Presented by SpecCon Holdings
Delivered by eLearning.co.za



About SpecCon Holdings

Mission, Vision and Values

Vision Mission
Values

Why SpecCon
Holdings?

Growth

Products &
Services

Our Clients

Validation

Contact Us

As South Africa's leading training solutions provider, SpecCon Holdings is at the forefront of customised training. SpecCon prides itself on delivering first-class solutions to a variety of clients across the country.

From SpecCon's inception in 2013, the company has grown into a world-class provider of learnerships and training, as well as an eLearning platform development company.

With the first MICT SETA accredited eLearning platform in South Africa, SpecCon offers a complete range of learning and development products, culminating in a one-stop shop for learning needs.

In 2020, SpecCon Holdings acquired Megro Learning and Andebe Group, adding agricultural, transport and logistics training solutions to SpecCon's scope.



Vision

To be the leader in upskilling individuals in a world where learning and development are accessible to all.

Mission

To be a catalyst in building a world where learning and development matter, by:

- Creating a community focused on skills development and making online learning affordable and accessible to everyone.
- To lead companies into an era where eLearning becomes the primary platform for employee development.
- Designing a learning model that accelerates employee development to meet employer requirements.

Values

SpecCon Holdings values critical thinking, innovation and drive.

Our primary objective is to provide our diverse client base with optimum service.

Why SpecCon Holdings?

SpecCon Holdings is dedicated to providing training solutions that go beyond traditional training methods. Our goal is to provide clients with tailor-made solutions, tailored to both their individual needs and those of their businesses. Training, eLearning platform design, course development, and Learning Management Systems (LMS) are all part of our comprehensive service offering.

SpecCon training material is accredited with the relevant SETAs and fully compliant with SAQA requirements.

Our team of accredited, constituent assessors and moderators ensure the highest level of delivery and quality.

2022 STATS

Learnership applications	395,919
Learnerships registered	5,271
Courses completed	153,053
New servers	8
New offices	4
New employees	15
Website traffic pages visited	22,000,000
Global reach - Countries	167
New partners	25



Growth Timeline



Products & Services



Learnerships

Short
Courses

Compliance
Training

Learning
Management System
(LMS)

Performance
Management System

Learnerships

The Transport Education Training Authority (TETA)

Transport Learnerships

- Transport NQF 1
- Professional Driving NQF 3
- Freight Handling NQF 3
- Truck Driver NQF 3
- Bus Driver NQF 3
- Road Transport Supervision NQF 4
- Supply Chain Management NQF 5
- Supply Chain Practitioner NQF 5

The Media, Information, and Communication Technologies Sector Education & Training Authority (MictSETA)

Information Technology Learnerships

- End-User Computing NQF 3
- IT: System Support NQF 5
- Business Analysis NQF 6

The Services Sector Education and Training Authority (Services SETA)

Administration Learnerships

- Business Administration Services NQF 3
- Business Administration Services NQF 4

Leadership Learnerships

- National Certificate: Generic Management: Stores and Warehousing NQF 3
- Further Education and Training Certificate: General Management (LP: 74630) NQF 4
- Further Education and Training Certificate: Generic Management: Inventory and Inventory Control NQF 4
- National Certificate: General Management (LP: 60269) NQF 5
- National Certificate: Management (LP: 23654) NQF 3
- Further Education and Training Certificate: Generic Management NQF 4
- National Certificate: Wholesale and Retail Generic Management (LP: 63334) NQF 5

Entrepreneurial Learnerships

- New Venture Creation (SMME) NQF 2
- New Venture Creation NQF 4

Contact Centre Learnerships

- Contact Centre Support NQF 2
- Contact Centre and Business Process Outsourcing Support NQF 3

Project Management Learnerships

- Project Management NQF 4

The Manufacturing, Engineering and Related Services Sector Education and Training Authority (merSETA)

Manufacturing Learnerships

- Production Technology NQF 2
- Production Technology NQF 3
- Production Technology NQF 4

Automotive Sales and Support Learnerships

- Automotive Sales and Support: Commercial Vehicles NQF 4
- Automotive Sales and Support: Parts NQF 4
- Automotive Sales and Support: Passenger Vehicles NQF 4
- Automotive Sales and Support: Servicing NQF 4

The Wholesale and Retail Sector Education and Training Authority (W&RSETA)

Wholesale and Retail Learnerships

- Wholesale and Retail Operations NQF 3
- Generic Management: Wholesale and Retail NQF 5

The Agricultural Sector Education Training Authority (AgriSETA)

Agricultural Learnerships

- Animal Production NQF 1
- Animal Production NQF 2
- Animal Production NQF 3
- Animal Production NQF 4
- Farming NQF 1
- Farming NQF 2
- Fruit Packing and Grading Processes NQF 3
- Macadamia Production and De-husking NQF 2
- Mixed Farming Systems NQF 1
- Mixed Farming Systems NQF 2
- Plant Production NQF 1
- Plant Production NQF 2
- Plant Production NQF 3
- Plant Production NQF 4

The Education, Training and Development Authority (ETDP SETA)

Education & Social Work Learnerships

- Early Childhood Development NQF 4
- Occupational Directed Education Training and Development NQF 5



Short Courses

SpecCon Holdings' onsite service offerings consist of a multitude of short courses supporting diverse fields of expertise. These courses are facilitated by competent, qualified trainers and facilitators, and encompass pre-and post-course assessments to ensure that the learners have fully attained the course standards at completion.

Computer Skills

- Basic Computer Skills
- Microsoft Excel Basic
- Microsoft Excel Intermediate
- Microsoft Excel Advanced (2 days)
- Microsoft Word Basic
- Microsoft Word Intermediate
- Microsoft Word Advanced
- Microsoft PowerPoint Basic
- Microsoft PowerPoint Advanced
- Microsoft Visual Basics (Excel)
- Microsoft Projects
- Microsoft Outlook
- Microsoft Access
- Microsoft Publisher
- Microsoft Dynamics CRM
- Microsoft Visio
- Microsoft Windows
- Financial Modelling (2 days)

Specialist (ETDP) Skills

- Assessor Training
- Moderator Training
- Facilitator Training (Train the Trainer)
- Facilitation (SDF)

Personal Development Skills

- Batho Pele (Customer Service)
- Business Ethics
- Excellent Customer Service
- Change Management
- Communication
- Stress Management
- Time Management
- Emotional Intelligence
- Improving Workplace Relationships

Human Development Skills

- Cultural Diversity in the Workplace
- Disciplinary Procedures
- Facilitation (Train the Trainer)
- Mentoring and Coaching
- Motivational Training
- Negotiation
- Primary Labour Legislation
- Recruitment and Selection

Supervision and Management Skills

- Business Presentation
- Report Writing
- Employment Equity
- Performance Management
- Conflict Management

Entrepreneurial Skills

- Basic Business Principles
- Economic Systems in South Africa
- Entrepreneurship and Innovation
- Finance for Non-Financial Managers
- Produce a Business Plan
- Sales
- Tender for Business
- Business Types - Legal Implications

Agriculture Skills

- Apply Hygiene Procedures
- Apply Pest Control
- Basic Food Safety
- Collect Agricultural Data
- Crop Supervision
- Erect and maintain wire fencing
- Fertilisation
- First aid
- Fire Fighting
- Forklift (FL)
- Harvesting
- Human Resources in Agriculture Hydroponics
- Identify pests and diseases on crops
- Irrigation
- Maintenance of farm installations
- Packhouse Packing & Sorting
- Perform Maintenance on Tools and Equipment
- Production Management Pruning
- Safe Handling of Chemicals Scouting (Pest and Weed Control)
- Soil Preparation
- Stock Control
- Supervisory Management
- Sustainable Farming Systems Tools and Equipment
- Tractor Driver
- Tractor Maintenance
- Water Quality
- Weed Control



Short Programmes

Project Management

- Work as a project team member
- Apply a range of project management tools
- Develop, implement and evaluate an operational plan
- Develop, implement and evaluate a project plan

Sales

- Identify customers and generate selling opportunities
- Sell products to corporate fleet owners
- Advise customers to optimise choice and benefits
- Apply the skills of customer care in a specific work environment
- Conduct sales and support services
- Evaluate personal sales performance in the retail industry
- Demonstrate knowledge and application of ethical conduct in a business environment
- Describe the interaction with internal departments and external sales support structures

Report Writing

- Write texts for a range of communicative contexts
- Present information in report format
- Interpret a variety of literary texts
- Read, analyse and respond to a variety of texts
- Write for a wide range of contexts
- Use the writing process to compose texts required in the business environment
- Interpret and use information from texts

Leadership

- Identify responsibilities of a team leader in ensuring that organisational standards are met
- Apply the organisation's code of conduct in a work environment
- Analyse leadership and related theories in a work context
- Apply the principles and concepts of emotional intelligence to the management of self and others
- Lead people development and talent management
- Devise and apply strategies to establish and maintain workplace relationships

Entrepreneurship

- Demonstrate an understanding of an entrepreneurial profile
- Apply basic business ethics in a work environment
- Apply innovative thinking to the development of a small business
- Apply the principles of costing and pricing to a business venture
- Implement an action plan for a new venture

MS Excel on Steroids

- Advanced MS Excel Level 3
- Visual Basics for Excel
- Financial Modelling

Basic Computer Skills

- Introduction to Computers
- MS Outlook Level 1
- MS Excel Level 1
- MS Word Level 1
- MS PowerPoint Level 1

Warehousing

- General
- Cold Storage
- Handling Dangerous
- Goods Distribution



Compliance Training

- First Aid
- Fire Fighting (FF)
- Occupational Health & Safety (OHS)
- Dangerous Goods (DG) / Hazchem
- Convey dangerous goods by road
- Basic Occupational Health and Safety
- Maintain Occupational Health & Safety



- Health & Safety Representative
- Forklift (FL)
- Working at Heights (WAH)
- Apply Hygiene Procedures
- Basic Food Safety
- Operate & Maintain Irrigation Systems



- Safe Handling of Chemicals
- Tools and Equipment
- Tractor Driver and Maintenance Risk
- Assessment in the workplace
- Key Management Principles (PLOC)
- Record Keeping



Learning Management System (LMS)

With SpecCon, your organisation can track and manage online and onsite training plans seamlessly by creating a customised Learning Management System (LMS).

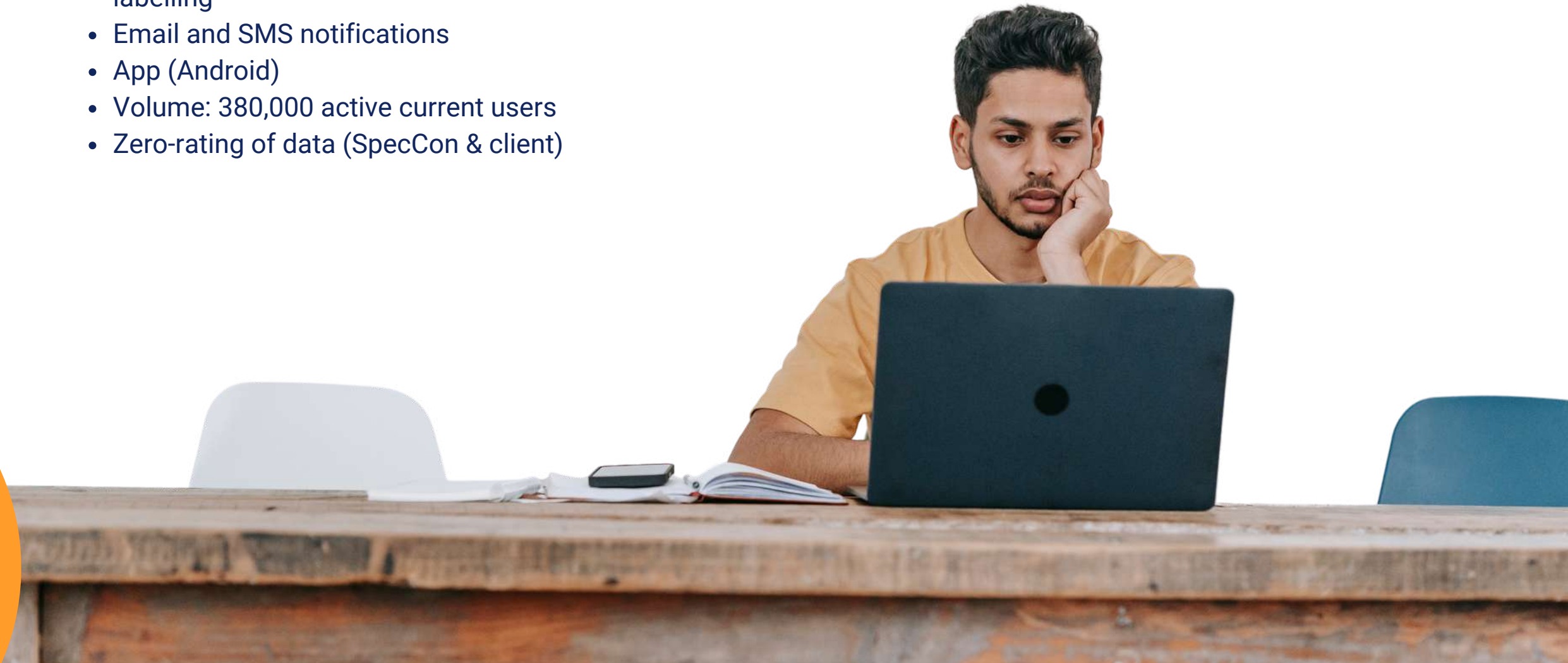
Skills development programmes can be planned, monitored, evaluated and reported more efficiently and effectively with our system.

LMS Features

- Classroom training management
- Certificate administration
- 46 off-the-shelf short courses
- 20 off-the-shelf qualifications
- 12-month qualifications
- Upload of client content on eLearning platform
- Learnership management module
- Customisable reporting/dashboards/ white labelling
- Email and SMS notifications
- App (Android)
- Volume: 380,000 active current users
- Zero-rating of data (SpecCon & client)

LMS Solution

- A comprehensive training planner
- Learner paths
- Tracking of learners' progress
- Notification system – for learners and their managers
- Access to SpecCon's library of eLearning courses



Performance Management System

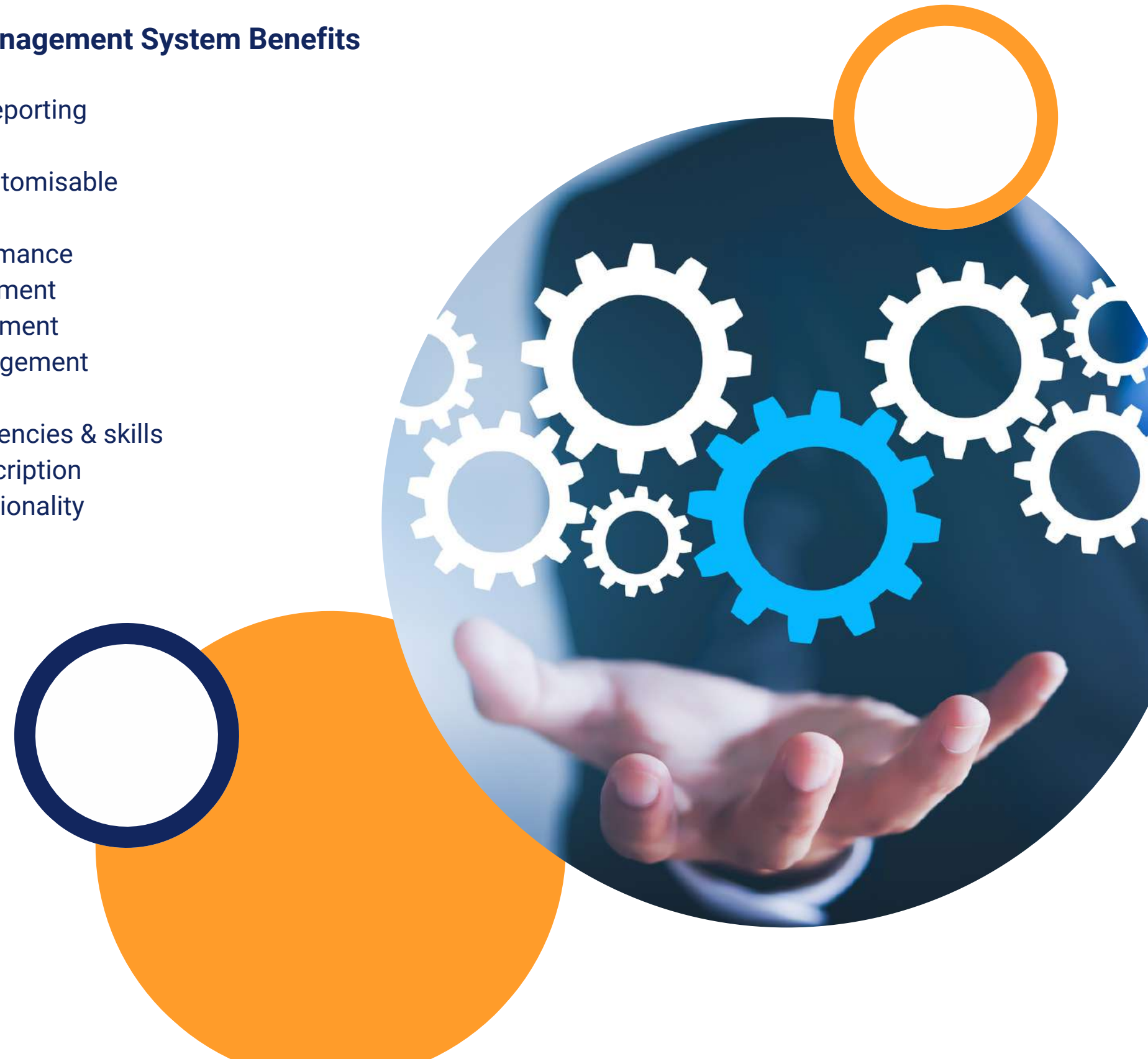
The Performance Management System includes job descriptions, competencies and skills.

As they are all interconnected, employees and managers have a holistic view of the system.

HR, senior management and managers can access consolidated reports to understand which skills and competencies are lacking and where development must be prioritised.

Performance Management System Benefits

- 24/7 access
- Consolidates reporting
- Easy to use
- Completely customisable
- Time-saving
- Manage performance
- Talent management
- Employee alignment
- Incentive management
- Training needs
- Built-in competencies & skills
- Built-in job description
- Reminder functionality



Our Clients



Achievement Validation Service

The SpecCon Holdings eLearning platform offers individuals completing educational programmes, such as qualifications or skills programmes, the option to validate their achievements.

The eLearning platform simplifies validation, providing individuals and recruitment companies with confirmation of successful participation. Secure integration through the Learning Management System (LMS) ensures real-time updates on individuals' achievements; both current and historic.

By simply clicking on the link and entering the necessary information, an individual's certificate can be validated.

The validity of the certificate and the name of the individual will be confirmed once you click the validation link. A history of all educational programmes completed will be provided. If the Identification Number (ID Number) or Passport Number does not match the name on the certificate; the system will flag the certificate as invalid.

The Protection of Personal Information Act (POPIA) is upheld by SpecCon Holdings.

[Click Here to Validate](#)





SpecCon Holdings (Pty) Ltd.

WWW.SPECCON.CO.ZA

Contact Us



Cambridge Office Park
Building C
5 Bauhinia Street
Highveld Technopark
Centurion 0157



www.speccon.co.za



+27 12 667 4962



info@speccon.co.za