



-Grace & Guardian-

TRAINING INSTITUTE

(Psira, lg-seta, Sassetta, services-seta and Etdp-seta)



ABOUT US

Grace and Guardian (Pty) Ltd is an established service provider focused on rendering comprehensive training solutions to the institutional, public and private sectors. As a training division of Grace and Guardian Pty Ltd established in 2014, our offerings are rooted in professionalism and extensive industry know-how.

Grace and Guardian (Pty) Ltd Training focuses primarily on training services, security products installations, security training and security consultancy. As a fully accredited and registered enterprise with extensive resources, we are able to afford our clients the best available training and certification solutions suited to their varying needs.

With the ever changing environment within the training services are delivered – particularly within the private and public sectors – it becomes very crucial for client profiles to be properly identified in order to adequately address the training and certification demands of each type. In this regard, Grace and Guardian (Pty) Ltd ensures that all personnel understand the objectives and requirements of each client engaged. This will ensure that our resources and expertise is best suited to each contract demands.

Grace and Guardian (Pty) Ltd understands that training and certifications rendered to clients should provide outstanding and accurate advice and support, as such, we ensure that the services we provide respond to the exact needs of our clients.



Grace & Guardian

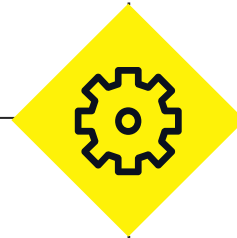


OUR COMMITMENT, VISION, MISSION & VALUES



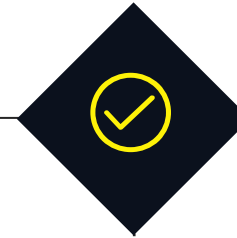
VISION

Grace and Guardian (Pty) Ltd aims to be one of the most preferred training and certification provider to organizational clients through consistently responding to evolving challenges in an effective and practical manner.



MISSION

Our mission is to provide highly effective, practical and solution-orientated services and products for the training and certification of all clients served through providing solutions with measurable impact.



VALUES

Grace and Guardian (Pty) Ltd seeks to build and maintain mutually-beneficial business relationships with all clients served based on the following values:

- Transparency and integrity in all undertakings;
- Customer-centric approach to service provision;
 - Consistent compliance with statutory regulations;
 - Constant re-investment and development for improved solutions.

COMMITMENT

Grace and Guardian (Pty) Ltd is committed to providing clients with comprehensive training and certification offerings suited to their varying requirements in a manner that demonstrates value and ensures peace of mind.



Our Training and Certification Offerings



SECURITY TRAINING

The Mandate of PSIRA derives from the Private Security Industry Regulation Act 56 of 2001. The primary objective of the Authority is to regulate the private security industry and to exercise effective control over the practice of the occupation of security service provider in the public and national interest and in the interest of the private security industry itself.

Grace and Guardian is a PSIRA (Private Security Industry Regulatory Authority) & SASSETA registered training institution. We provide professional training to individuals who want to become security officers. We also offer courses in security to those wishing to enter the security industry which will allow them to work for any company in South Africa. Many job opportunities exist within the Security Industry because it is the fastest growing industry in South Africa. The Security Industry is the only industry where any individual can be trained, registered and employed within a matter of weeks.



C PSIRA Grade C Guards

A Grade C security officer's main function is access control of a higher risk area and supervision of lower grade security officers.

B PSIRA Grade B Guards

A Grade B security officers' main function is access control in high-risk areas where documentation and basic computer skills might be required.

- A site or shift commander.
- Managing of lower grade security officers.
- Possible inspector doing site visits.

A PSIRA Grade A Guards

A Grade A security officers' main function would normally be a site manager or commander.

- Controlling and managing a number of functions.
- Managing the security workforce
- Conducting risk assessments and evaluations on site daily.
- Basic investigative skills.
- Problem solving.
- Designing security solutions.



MUNICIPAL FINANCE & ADMINISTRATION

The Municipal finance & Administration training will be provided to those who are planning on pursuing a municipal career and to those who may be currently working for a municipality and would like to advance their career. Grace and Guardian is dedicated to assist interested people in preparing for that career field in municipal Financial governance

Municipal financial administration is the management of a municipality finances & administration training. Administrators oversee and direct the daily activities of the municipality while adhering to laws, rules, regulations and policies.

The qualifying person will be able to utilise Financial administrative systems within the municipality to support service delivery:

- Record and maintain administrative information
- Maintain information at the required level of confidentiality
- Demonstrate an understanding of and apply the personnel procedures relating to compliance with municipal requirements
- Process filing and indexing of important documentation





FACILITATOR, ASSESSOR & MODERATION TRAINING

ETDP SETA accreditation training allows Grace and Guardian to offer accredited training to assessors, moderators and facilitators.

Assessors and moderators are hired by skills development providers to assess unit standards and qualifications that are registered on the NQF. Skills development providers can include organizations that provide training to their employees in the workplace. Assessors and moderators can either work as employees of skills development providers, or they can work as independent contractors.

This qualification is necessary for anyone who is looking at fitting into the training framework.

Facilitator Training Course (Train the Trainer)

The Facilitator Training Course will teach you methods of facilitation for outcome based teaching programmes. The course is an accredited course with ETDP Seta at NQF Level 5 and is worth 10 Credits. The course is aligned with US 117871.

Assessor Training Course

Our Assessor Training Course provides an overview of education and training in South Africa and the skills development framework. The course is an accredited course with ETDP Seta at NQF Level 5 and is worth 15 Credits. The course is aligned with US 115753.

Moderator Training Course

This outcomes-based Moderator Training Course teaches how to prepare, conduct, report and record moderation. The course is an accredited course with ETDP Seta at NQF Level 6 and is worth 10 Credits. The course is aligned with US 115759.





BEAUTY AND NAIL TECHNOLOGY TRAINING

Our Beauty and Nail Technology training is to develop the self-directed skills and knowledge of those employed in the beauty industry as nail technologists, beautician or make-up artists. It is designed for people who wish to extend their range of skills and knowledge of the industry and those wishing to follow a career in beauty industry. The qualification is aimed at developing the necessary task skills, task management skills and job/role management skills of those working or intending to work in the beauty industry. The learners will be able to integrate the generic salon requisite skills, knowledge, values and attitudes with those specific to the beauty industry, ensuring the business in which they operate runs smoothly and offers excellent customer service according to industry standards.

This qualification is awarded to people who have demonstrated the relevant skills and knowledge required to perform a range of beauty services at a basic level within the salon environment. It will lead to entrepreneurial opportunities for learners already operating or joining this profession and enhance the self-image of each individual learner as he/she becomes more professional. Holders of this qualification are able to conduct the prescribed beauty service in a professional manner, and maintain service excellence in all their operations.

Beauty and Nail Technology is flexible enough to be offered in formal education for those not in employment and as well as in an occupationally directed workplace for learners already employed in the beauty industry.

On achieving this qualification, the learner will be able to:

- Set up a salon business.
- Coordinate and perform a salon service.
- Perform beauty services or
- Perform nail services.





ISO STANDARDIZATION TRAINING & CONSULTING

ISO International Organization for Standardization is a body that develops and publishes International Standards.

Standards are documented agreements containing technical specifications or other precise criteria to be used consistently as to ensure that rules, guidelines, materials, products, processes and services are fit for their purpose.

We at Grace & Guardian are dedicated to ensuring that your business meets those standards by providing training, consulting & implementation documents to our clients.



We offer training and implementation consulting on the following standards:

- ISO 9001-2015 (Quality Management Systems)
- ISO 45001-2018 (Occupational Health & Safety)
- ISO 14001-2015 (Environmental Management Systems)





STATUTORY COMPLIANCE

Grace and Guardian Security complies with all applicable statutory regulations governing the security industry in order to ensure that clients receive solutions in line with accepted standards and quality.

The following are key compliance fields met:



PSIRA

Registration Number:
2476507



LABOUR RELATIONS

Compensation Fund

Registration Number:
990000993836

Unemployment Insurance Fund

Registration Number:
2268583/2



SETA ACCREDITATIONS

Sasseta Accreditation Number: 16199969245
LG Seta Accreditation Number: LGRS-1535-161209
ETDP SETA: ETDP SO1106
SERVICES SETA ACCREDITATION NUMBER : I3369





TRAINING DIVISION MANAGEMENT TEAM

Our competitive edge arises from the competencies and extensive expertise of our people. Supported by qualified and experienced professionals, our Management Team is comprised as follows:



MS. GRACE KEEFELAKAE
Group Director

As the Director of Grace and Guardian, Ms. Grace Keefelakae lends her wealth of experience garnered over fifteen years experience in top management within the security industry. With qualifications in B-Tech: Forensic Investigation, National Diploma: Policing and other certificates such as Detective Learning Programme, Risk Management, Firearm Practice, Supervisory Development Programme, inter alia, her management acumen is further enhanced by experience in managing large security contracts within both the public and private sectors. As the Director of Grace and Guardian, Ms. Grace Keefelakae is a highly astute self-made entrepreneur who thrives on building successful enterprises from inception. Her hands-on approach and well-developed business acumen allows her to steer the operations of Grace and Guardian to success.



MR. NORMAN NDLOVU
Business Development Manager

Registered Auditor with SGS South Africa on ISO Integrated Management Systems.

Trainer, Auditor and Certifier of the following standards:

- ISO 9001-2015 (Quality Management Systems)
- ISO 45001-2018 (Occupational Health & Safety)
- ISO 14001-2015 (Environmental Management Systems)



COMPANY DETAILS

REGISTERED NAME

Grace And Guardian (Pty) Ltd

TRADING NAME

Grace and Guardian

REGISTRATION NO.

2014/105020/07

OWNERSHIP

100% Black-owned
(BEE Level 1 Contributor)

BUSINESS ADDRESS

1. Limpopo Office:

Fenskor business Centre
T1 second floor
Jacobus street
Lephalale 0555. limpopo

2. Gauteng Office

7 Bamboes Street
Chantelle
Akasia 0182

POSTAL ADDRESS

Fenskor business Centre
T1 second floor
Jacobus street
Lephalale 0555. limpopo

TELEPHONE NUMBER

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012 525 1298 / 012 525 1000

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