

2018 GRADUATE PLACEMENT PROGRAMME FOR HETI AND TVET COLLEGE GRADUATES



The Wholesale and Retail Sector Education and Training Authority (W&RSETA) is inviting companies within the Wholesale and Retail Sector to participate in the 2018 Graduate Placement programme for HETI and TVET College graduates.

Companies can source graduates that have completed Wholesale and Retail and related qualifications from ANY of the PUBLIC Technical Vocational Education and Training (TVET) and Higher Education and Training Institutions (HETIs).

The qualifications should address Scarce Skills that are listed in the W&RSETA Sector Skills Plan (SSP) published on the website (www.wrseta.org.za) which include, but not limited to the following:

- Retail Business Management
- Food Technology
- Supply Chain Management
- Logistics Management
- Financial Accounting
- Financial Management
- Human Resources
- Credit Management
- Operations Management
- Marketing
- Clothing Production
- Information Technology
- Retail Pharmacy
- Hospitality and Catering Services

The W&RSETA will provide learner stipends at a rate of:

- R3500.00 per month for a Graduate with Degree for a period of 12 months.
- R3000.00 per month for a Graduate with HET (University) Diploma for a period of 12 months.
- R3000.00 per month for a TVET Graduate with N6 Diploma for a period of 12 months.
- R2500.00 per month for a student with N6 TVET Record of Achievement/Certificate requiring placement for a period of 18 months in order to obtain a qualification. This also applies to students at HETIs with this requirement.
- R2000.00 per month for TVET Graduates with NCV N4/N5 for a period of 12 months.

GRADUATE PLACEMENT PROCESS

- Employers should submit a Letter of Intent to the W&RSETA by no later than **28 February 2018**, indicating the following
 - Employer's SDL number
 - Number of graduates to host
 - Type of Graduates – HET or TVET
 - Field of Study/Skills Required
- Employers should recruit and select their own HET and TVET graduate.
- Where companies are unable to source their own graduates, the W&RSETA will facilitate a process of sourcing graduates through the Department of Labour database.
- Employers must notify the W&RSETA of their selection of graduates and submit the following documents:
 - Completed Registration Form (DHET Requirement) – Forms available on the W&RSETA website
 - Graduates' qualification certificate or Intern Statement of Results
 - Copy of Identity Document of the Graduate/Intern
 - Letter of appointment or Employment Contract signed by both Employer and Graduate/Intern
 - Company Valid Tax Clearance Certificate (SARS requirement)

PAYMENT STRUCTURE

The following criteria are applicable prior to any grant payments being effected:

- Contract signed between the W&RSETA and the Employer
- Fully completed grant claim form
- Verification Report conducted by the W&RSETA (1st tranche payment only)
- Quarterly Monitoring Report
- Implementation Plan and Outcomes
- Proof of 3 months graduate allowance payments (applicable for second and subsequent tranche payments)

All relevant documents and forms are available from the W&RSETA website www.wrseta.org.za

Learner Stipends will be paid into the Employer's bank account in 3 tranches.

Closing Date for submission of Letter of intent is **28 February 2018** to be submitted to the W&RSETA at placements2018@wrseta.org.za

Placement of Graduates should be completed no later than **30 March 2018**



higher education
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Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA

