



Equipping South Africa for a better future



ABOUT US



Reg no. 2014/ 068349/07

Mictech Skills Solutions is a vibrant skills training company based in Johannesburg, South Africa. We provide unique inventive and solution driven training programmes to the public and private sector throughout the year. We mainly offer 3 - 5 day short skills development courses and are always equipped to come up with tailormade programmes to suit each organisations requirements.

The global business environment is always undergoing developments as well as faced with new challenges, at Mictech we provide solutions that keep abreast with the changes thereby helping the economy grow by equipping the industry with the right skills and technology through our short accredited skills development courses. We also partner with leading institutions of Higher Learning so as to ensure excellent service delivery is rendered at all time.

Our Vision

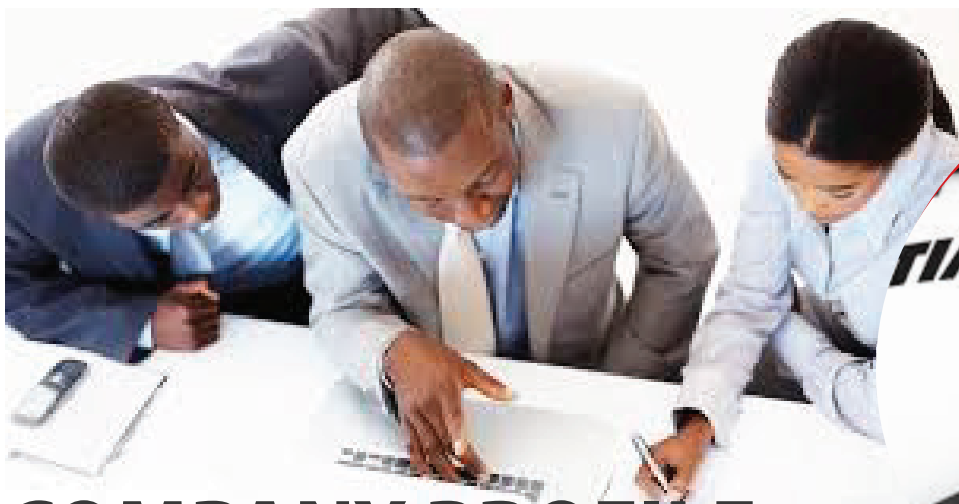
Equipping the nation by equipping business owners, executives, managers, and the workforce with the best solution driven short skills development programmes.

Our Mission

To be the most preferred provider of quality training programmes to the different sections in the public and private sector in South Africa and the region.

Our BEE Accreditation

B-BBEE status level 3



COMPANY PROFILE

OUR SERVICES



Reg no. 2014/ 068349/07

We offer specialised 3-5 day accredited training courses to the public and private sector every month. These courses will be accredited by local government SETA (local government sector training authority) and services CETA. They range from NQF levels 4 - 6. Some of the courses we offer are:

- Customer Care
- Office Administration
- Executive Pa's & Administrators in the Public and Private Sector
- Financial Management in the Public Sector (PFMA)
- Employment Equity in the Public Sector
- Monitoring and Evaluation in the Public Sector
- Technical Report Writing And Minute Taking Skills
- Policy Development and Management
- Finance for Non-financial Managers
- Fleet Management & Public Transport Management
- Advanced Transport and Fleet Management
- Project Management
- Microsoft Office Professional
- Team Building
- Social Security Retirement Fund
- Leave Management
- Consumer Protection Law
- Credit Control and Debt Collection
- Contract Management
- Administration Management
- Municipal Planning and Budgeting
- Protocol And Etiquette in Government And Diplomacy
- Municipal Finance Planning and Budgeting
- Microsoft Excel
- Municipal Performance Management
- Monitoring and Evaluation
- Occupational Health and Safety in the Public Sector
- Basic Computer Skills
- Waste Management
- and many more



COMPANY PROFILE



WHY CHOOSE US



Reg no. 2014/ 068349/07

We are committed to giving quality service to the public and private sector. Our research-driven skills development training programmes relate directly with the demand of the market at that given time and the future. Our team aims to make sure that all our training helps the public sector officials make informed and educational decisions that will help benefit South Africa. Our staff has the expertise, facilities and knowledge to efficiently provide end to end cutting edge products and services with access to international resources and they are geared to accommodate and meet all customer needs.

Our Target

Our target market are the vast sections in the government throughout South Africa, that is, people in departments as well as in municipalities, e.g human resources department, finance department, the supply chain department, the technical services department and so many more arms in government.

We also offer training to the different departments in the private sector.

Our Banking Details

Nedbank Account No: 1071758438, Branch Code: 132805

CONTACT US

Physical Address:

Office D106, 1st Floor, Northview Office Block, Northwold, 2162

Postal Address:

Postnet Box No 493, Private Bag X3, Northriding, 2162

Cell: +27 27 84 793 2480 • **Tel:** +27 11 078 4008

E-mail: info@mictech.co.za / mictechskills@gmail.com

Web: www.mictech.co.za

