



DENOVO LABOUR LAW  
SERVICES

# TRAINING

2025







# Company Overviews



At Denovo Labour Law, we understand that employment issues can often feel overwhelming. Our mission is to provide expert guidance and support, offering clear and actionable advice in language that's easy to understand. Whether you're uncertain about the right steps to take or need professional insight, our team of experts is dedicated to helping you navigate these challenges with confidence. Together, we will focus on achieving your goals effectively and efficiently.

Training plays a crucial role in empowering individuals to make informed decisions and handle employment issues with skill. Through tailored educational support, we equip our clients with the knowledge and tools they need to succeed, building confidence and enhancing performance in their professional lives. Well-informed individuals are better prepared to navigate complex employment matters and reach their desired outcomes.



# Our Vision and Mission

## Our Vision



At Denovo Labour Law, our training vision is to empower individuals and organizations with the knowledge, skills, and confidence necessary to navigate the complexities of challenges. We aim to provide clear, practical, and customized training solutions that bridge knowledge gaps and enable informed decision-making. By fostering a culture of continuous learning, we ensure that our clients are equipped to take proactive and strategic actions toward achieving their professional objectives. Our commitment is to make every training experience impactful, relevant, and accessible, empowering our clients to succeed in an ever-changing workplace environment

## Our Mission



At Denovo labour law, our mission is to provide expert guidance and practical solutions for individuals facing employment challenges. We are committed to delivering clear, actionable advice in language that's easy to understand, while also offering tailored training programs designed to empower our clients with the skills and knowledge they need to navigate complex employment issues. Through our personalized approach, we strive to help each client achieve their professional goals, enhance their decision-making capabilities, and ultimately succeed in their careers.



# Company overview

We are proud to have partnered with a Services Seta & QCTO accredited, CSD registered, and a Level 2 BEE, 100% black-owned service provider. With our focus on accountability and reliability, we stand out as a trusted partner for organizations seeking high-quality training solutions. Our commitment to excellence ensures that our clients receive the highest standards of service and support.





# We offer

We offer a range of accredited learnership programs designed to empower individuals and organizations.

Our learnerships include:

- NC Generic Management Level 5 FETC
- Generic Management Level 4 FETC
- New Venture Creation Level 4 FETC
- Business Administration Level 4 FETC

Each program is carefully structured to provide participants with the skills, knowledge, and practical experience needed to succeed in the workplace. Whether you're aiming to advance your career or upskill your workforce, our learnerships offer valuable opportunities for growth and development. If you're looking for a reliable, accountable training provider, look no further. We are here to help you achieve your professional goals through comprehensive, accredited training solutions.





# Customized Training

We recognize that each company operates uniquely. To effectively retain customers, increase revenue, and meet regulatory requirements, these objectives must be consistently achieved at all levels. That's why we offer tailored training solutions designed to address the specific needs of our clients, while maintaining the integrity and scope of the training. Ensuring your success through customized, relevant training is our top priority.





# Accredited Training Programs



## NQF Level 4 Courses

Administration  
Achieving Objectives Budgeting  
Business Ethics  
Business Writing Skills  
Communications skills  
Customer Service  
Disaster Management  
Financial Aspects  
HIV & AIDS Awareness  
HR Management  
Induction to a Team



## NQF Level 4 Courses

Junior Management  
Labour Relations Act  
Leadership  
Motivation & Team Building  
Negotiation Skills  
Operations Planning  
Performance Management  
Presentation Skills  
Problem Solving Skills  
Stock & Fixed Asset Management  
Structured Meetings  
Supervisory  
Time Management





# Accredited Training Programs



## NQF Level 5 Courses

Brand Mixing  
Build Effective Teams  
Business Ethics  
Change Management  
Coaching  
Combat Corruption  
Conflict Management  
Corrective Action  
Decision Making  
Diversity Management  
Emotional Intelligence  
Finance Management  
Innovation  
Leadership  
Learning Culture



## NQF Level 5 Courses

Management  
Operations Planning  
Organizational Wellness  
Performance Management  
Project Management  
Risk Management  
Talent Management  
Work Place Relations





# Accredited Training Programs



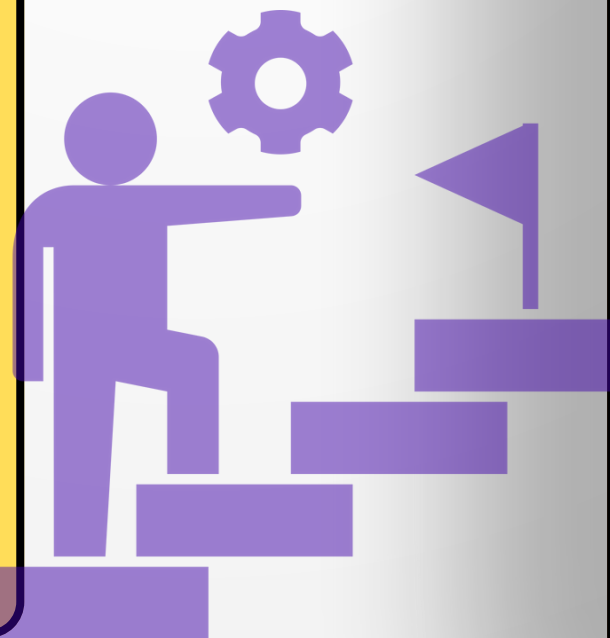
## Computers

Excel Basic  
Excel Intermediate  
Excel Advanced  
Basic Computer Training



## Learnerships

NC Generic Management Level 5  
FETC Generic Management Level 4  
FETC New Venture Creation Level 4  
FETC Business Administration Level 4





# Training Programs



## Inhouse Training

How to be a complainant in a disciplinary hearing.  
The difference between misconduct, incapacity & Poor work performance.  
Strike management.  
Poor work performance Management.  
Employment Equity Training.  
How to establish employment equity committees.  
LRA and Main Agreement training for supervisors



## Inhouse Training

IPOPIA back to basics  
Alleged misconduct – Investigations  
BCEA Contract Fundamentals  
How to chair a disciplinary inquiry  
Conciliations and what to prepare  
Employment Equity Committee  
Establishment Fundamental of DOL  
Audits How to prepare for an  
Arbitration Strike Management Pre-Arbitration Meetings





## Client-Centric Approach:

We prioritize your needs and are committed to delivering exceptional service and high-quality education. To conduct in-house training, we require a minimum of 5 learners. Our goal is to address skill gaps effectively and ensure that the training we provide is tailored to meet your specific requirements.



## Guaranteed Quality:

As a Services SETA governed provider, we uphold the highest standards to ensure your satisfaction. Our training materials are fully NQF aligned, and our distinctive assessment tools are designed for optimal results. Our subject matter experts employ rigorous pre-moderation and quality assurance processes to ensure the delivery of superior learning experiences.



# Our Contact Information



-  087 092 5134
-  067 658 9522
-  [info@denovolabour.co.za](mailto:info@denovolabour.co.za)
-  [admin@denovolabour.co.za](mailto:admin@denovolabour.co.za)
-  [www.denovolabour.co.za](http://www.denovolabour.co.za)
-  067 658 9522





# THANK YOU FOR YOUR ATTENTION

If you have any further questions or would like to explore opportunities to work together, please don't hesitate to reach out to us.

## Our Office Location



Gravitas Office Park 17 Vaal Drive, Sylviaville, Vanderbijlpark, 1911, South Africa



G50 Boet Kruger Street Meyerton, 1961



Offices: Johannesburg, Pretoria & close to you available by appointment.

