

Management Assistant - subjects per qualification

A leader is as strong as their support. Be at the heart of the business.

Course name	SAQA ID	Subject level	SAQA ID	Subject name
MANAGEMENT ASSISTANT National N-Diploma: Management Assistant	ID: 90674	National Certificate: Management Assistant N4	66876	Office Practice N4
				Communication N4
				Information Processing N4
				Entrepreneurship and Business Management N4
		National Certificate: Management Assistant N5	66956	Office Practice N5
				Communication N5
				Information Processing N5
				PLUS ONE OF: <ul style="list-style-type: none"> • Computer Practice N5 • Entrepreneurship and Business Management N5 • Financial Accounting N5
		National Certificate: Management Assistant N6	667001	Office Practice N6
				Information Processing N6
				Communication N6
				PLUS ANY TWO OF: <ul style="list-style-type: none"> • Computer Practice N6 • Entrepreneurship and Business Management N6 • Public Relations N5