



an **EOH** company

Wednesday, 17 July 2013

Dear Sir / Madam,

RE: APPLICATION FOR FUNDED LEARNERSHIPS

ProServ South Africa requests companies in the hospitality sector to **urgently** apply to be a part of a fully-funded learnership programme for the below qualifications. The detailed training curriculums are included as separate attachments.

- *National Certificate: Accommodation Services NQF2 – (Focussed on housekeepers in the hospitality sector)*
- *National Certificate: Food and Beverage Services NQF4 – (Focussed on waiters and barmen in the hospitality sector)*

The funding will cover all project implementation costs and included a monthly stipend for the participants. The following is included in the project **free of charge** to the host company:

- *Recruitment screening and selection of learners (hosts can interview and select the candidates);*
- *Project management of all the training schedules and learner administration;*
- *Induction, training, assessment and moderation of the learners;*
- *A mentor training session for the host companies supervisors;*
- *A workplace support co-ordinator to assist with on-site learner mentoring and problem solving;*
- *2 x uniforms per learner;*
- *Stipends of approximately R2,000 per month per learner, dependant on number of days per month worked;*
- *Payment of the learner stipends.*

Host Company Responsibilities

Host companies are required to provide a workplace for the learners which will allow the learners to gain practical workplace skills and experience. Host companies can manage the learners in the same way that they would any other employee except the learners are required to attend scheduled training and assessment sessions to capacitate them throughout the year – the project start up and training schedules for the learners will be prepared once the funders have approved the commencement of the project. The learners receive a stipend and all the costs of the project are funded therefore there are no costs to participating in this project.



Brief Background: ProServ South Africa

ProServ South Africa is an EOH company, a BB-BEE Level 1 contributor and is an accredited training provider with CATHSSETA. We have been training in the tourism and hospitality sector for the past 14 years. ProServ South Africa has significant experience in implementing large scale learnership projects and intimately understands the specific challenges that are relevant to the hospitality sector and therefore we are able to create projects that are customised to fit the needs of the industry. We are eager to work with you and create sustainable, high-quality learning solutions in partnership with the hospitality industry.

If you are interested would you kindly prepare the **LETTER OF INTENT** and email it back to ProServ by **MONDAY 29TH JULY AT 11H00**

Kind Regards,

Patrick Hijlkema
Chief Executive Officer