



nextgen.co.za



Creative Media



Risk Assessments



Recruitment



Training Solutions

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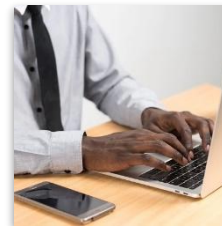
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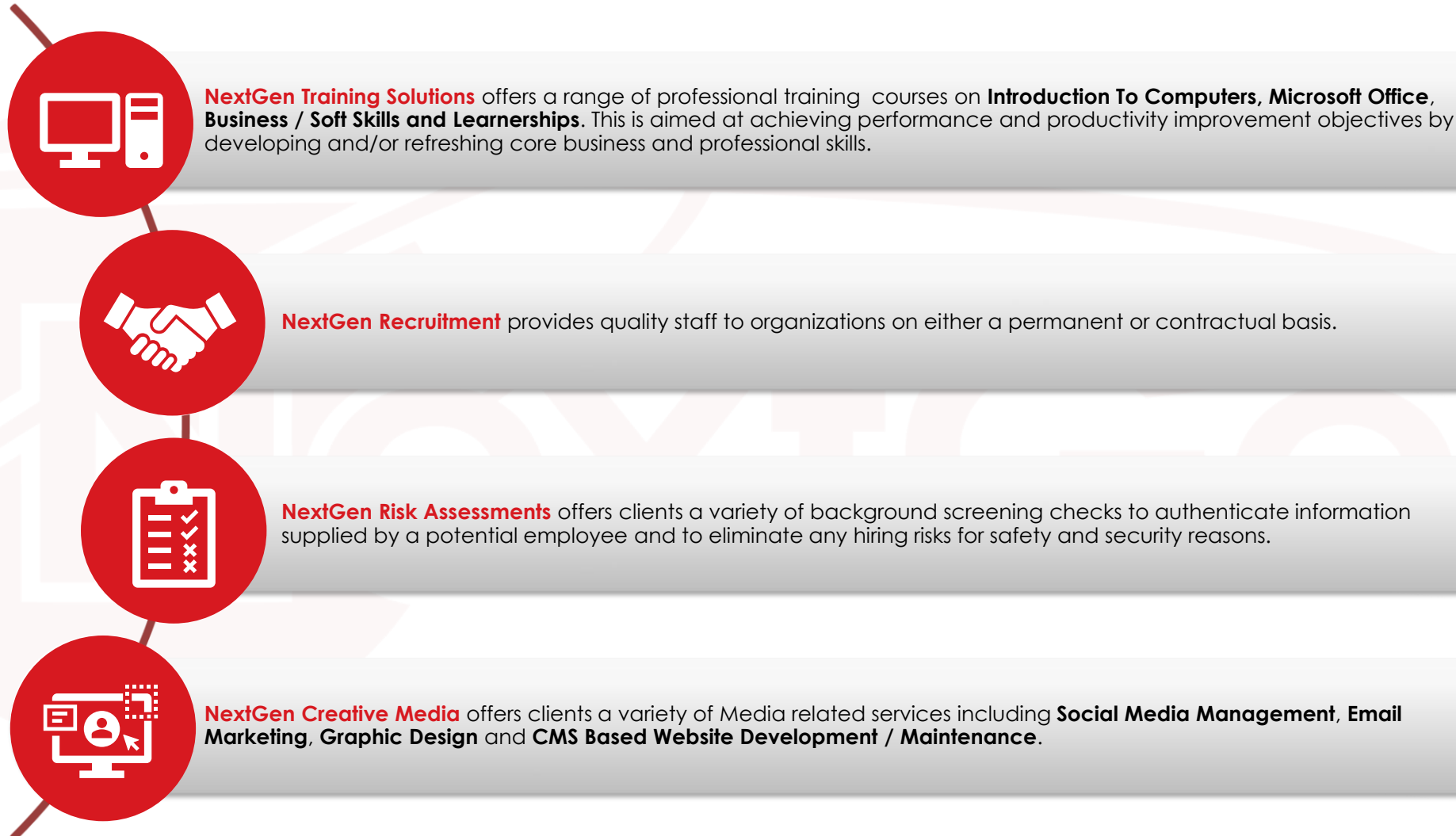


- 1 **NextGen Introduction**
- 2 Community Projects
- 3 Training Solutions Services
- 4 Follow Us



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Training Solutions | Recruitment | Risk Assessments | Creative Media**End User Training**

- Introduction To Computers
- Microsoft Access
- Microsoft Access VBA
- Microsoft Excel
- Microsoft Excel Dashboard and Reporting
- Microsoft Excel VBA
- Microsoft Word
- Microsoft Outlook
- Microsoft Power BI
- Microsoft PowerPoint
- Microsoft Project
- Microsoft Visio
- Technical Training
- Typing

- ... **and more**

Business Skills

- Business Writing
- Conflict Management
- Customer Service
- Finance for Non-Financial Managers
- Industrial Relations
- Negotiation Skills
- Presentation Skills
- Problem Solving
- Sales
- Stress Management
- Telephone Etiquette
- Time Management

- ... **and more**

B-BBEE Spend

- Accredited Skills Programs
- Bursaries
- ESD Spend
- Learnerships

and others...

Learnerships

- Business Administration (L2, L3, L4)
- Contact Centre (L2, L4)
- End User Computing (L3)
- Generic Management (L4, L5)
- Hygiene and Cleaning (L1, L2, L3)
- Management (L3)
- System Development (L4)
- Technical Support (L4)
- ... **and more**

Virtual Training

- Content creation and customization
- Deployment and implementation skills programs
- Operational procedure/ induction training
- ... **and more**



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Training Delivery

- Instructor Led
 - Class
 - Client Site
 - NextGen Offices
 - Virtual
- Blended Models
- Coaching And Mentoring

Training Locations

- NextGen Offices
- Client Venues
- National Venues
- Johannesburg, Cape Town, Durban
- ... **and more on request**



Evaluation

- Skills Audits
- Gap Analysis
- Pre and Post Assessments (Specific courses only)

Online Services

- Online Training
- Online Testing
- Online Assessments



Operational

- Scheduling
- Logistics
- Reporting
- Management

Content

- Courseware
- NQF Aligned
- Instructional Design
- Content Conversion
- Content Development
- Content Integration

Training Solutions | **Recruitment** | Risk Assessments | Creative Media**Permanent/Contractors**

- Business Analysts
- System Analysts
- System Architects
- Database Administrators
- Developers
- Integration Analysts
- Test Analysts and Testers
- Project Managers
- Programme Managers
- Solution Architects
- Technical Staff

- ... **and more**

Interview Process

- Face to face interviews are held with every candidate
- Risk Assessments are completed before submitting candidates to client
- Only B, A or A+ candidates are put forward

Sectors

- Predominantly ICT sector
- Including financial and insurance sectors



Training Solutions | Recruitment | **Risk Assessments** | Creative Media**Risk Assessments**

- Business checks
- Certification verifications
- Citizen checks
- Credit checks
- Criminal checks
- Driver's license checks (PDP's, ...)
- Identification number verification
- Matric verification
- Qualification verifications
- Professional reference checks

- ... **and more**

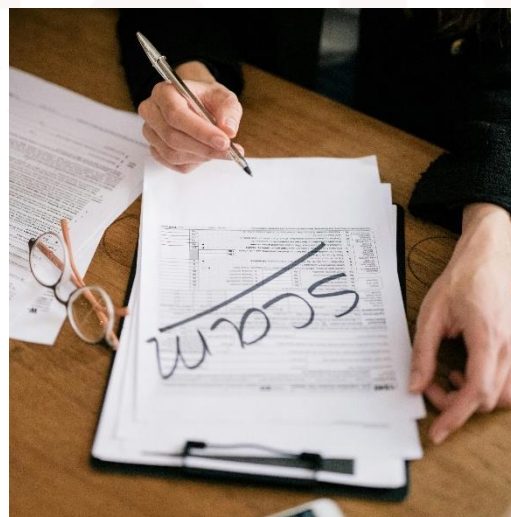
Sectors

- Banking
- Construction
- Household Employers
- Insurance
- Logistics
- Manufacturing
- Nursing
- Property
- Retailers
- Schools
- Security
- Welfare

- ... **and more**

Engagement Models

- Resources visit NextGen
- NextGen comes to client



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Social Media Management

- Account Management
 - Major platforms
- Social Media Strategies
 - Strategy Alignment
 - Strategy Goals
 - Marketing Approaches
- Content Creation
 - Imagery
 - Video Clips
 - Product Highlights
 - Reviews / Comparisons
 - Consumer Education
 - Industry News
- Content Delivery
- Community Engagement
 - Posts
 - Messages
 - Help Desk

Website Development

- Web Design Services
- Web Maintenance Services

Email Marketing

- Design and Management

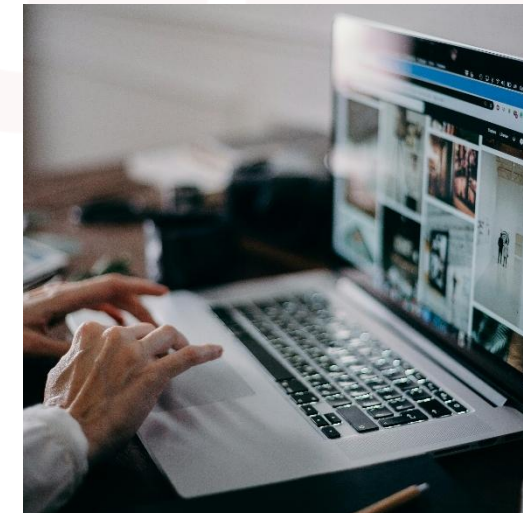
Commercial Work

- In-House Commercial Photographers and Videographers
- Studio and Location Work
- Quick Turnaround Time
- Post-Production Facilities
- Experienced in:
 - Catalogue Photography
 - Product Pack Shots
 - Executive Profiles
 - Lifestyle Imagery
 - Hotels and Lodges
 - Automotive
 - Fashion
 - Wildlife and Nature
- Social Media Photo Booths
- Corporate Imagery

Design Work

- Graphic Design Services
 - Corporate Identity
 - Layout and Design
 - Company Stationery

and more...



Sectors

- Banking
- Engineering
- Financial Services
- Insurance
- Logistics
- Manufacturing
- Media
- Mining
- Non-Profits
- Private
- Public
- Retail
- Technology
- Utilities

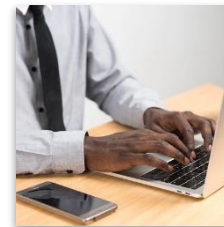


and others...

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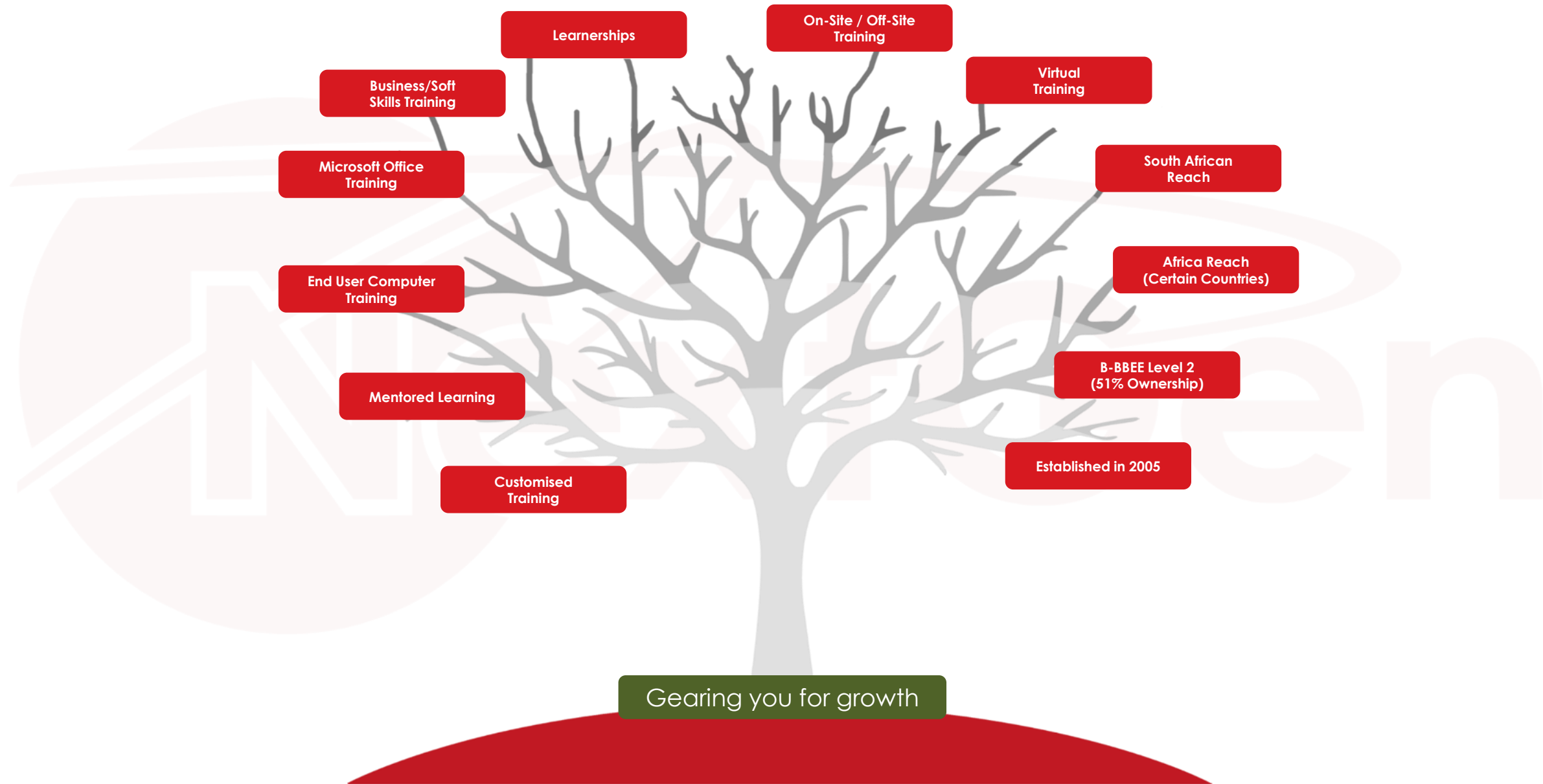


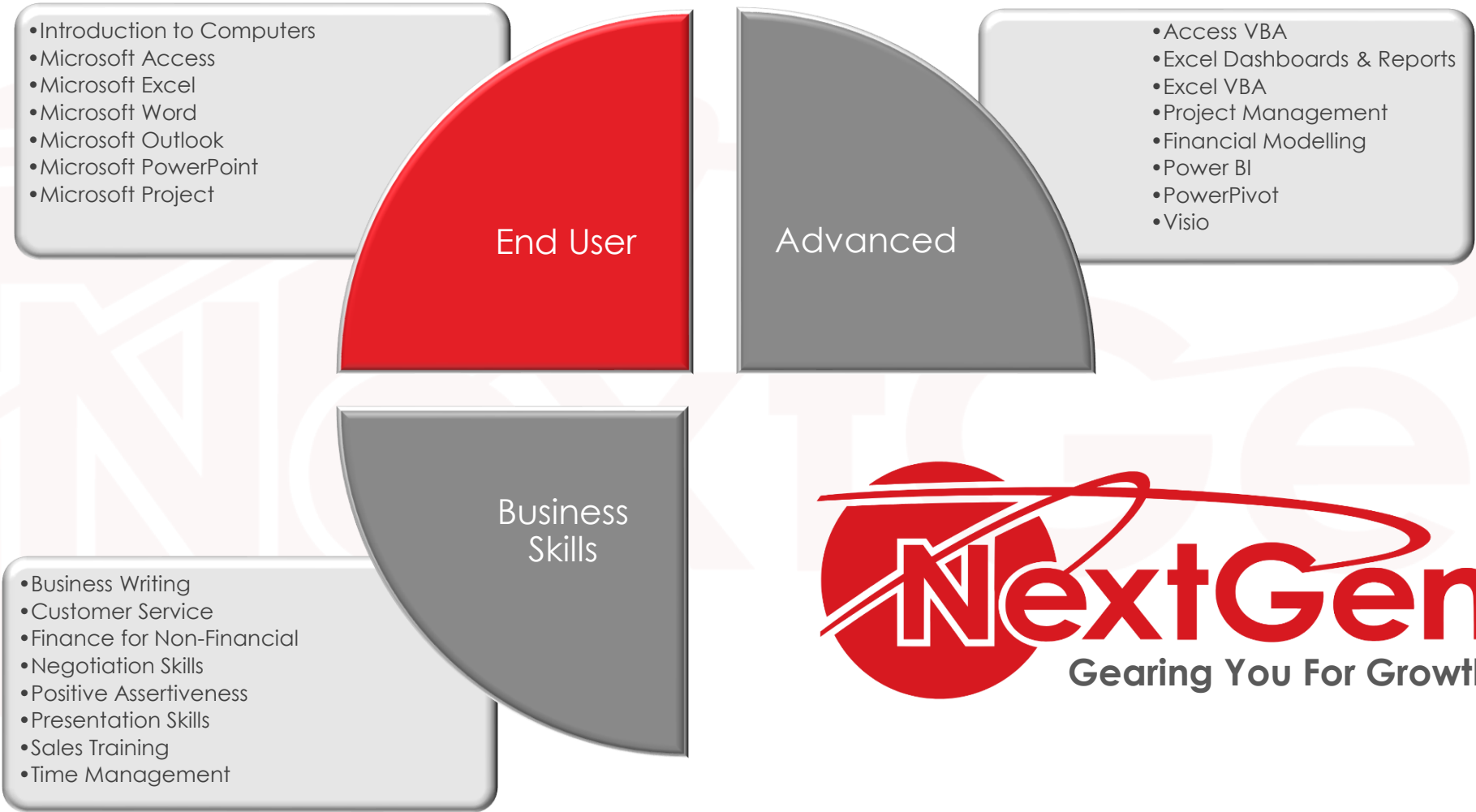
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Some of our learnership offerings (not limited to):

- Banking (NQF Level 4)
- Banking (NQF Level 5)
- Business Administration Services (NQF Level 2)
- Business Administration Services (NQF Level 3)
- Business Administration Services (NQF Level 4)
- Contact Centre Operations (NQF Level 4)
- Contact Centre Support (NQF Level 2)
- End User Computing (NQF Level 3)
- Generic Management (NQF Level 4)
- Generic Management (NQF Level 5)
- Hygiene and Cleaning (NQF Level 1)
- Hygiene and Cleaning (NQF Level 2)
- Hygiene and Cleaning (NQF Level 3)
- New Venture Creation (NQF Level 2)
- New Venture Creation (NQF Level 4)
- Production Technology (NQF Level 2)
- Systems Development (NQF Level 4)
- Technical Support (NQF Level 4)



Partner Approach

- NextGen believes in developing long-term sustainable relationships with clients.
- NextGen's key focus is to add value to our customers and continuously improve.

Team Dynamics

- NextGen fosters a culture of ownership and passion, enabling team members to grow and develop.
- Our NextGen team works towards a common goal of "Gearing you for Growth".
- The NextGen team have integrated and overlapping responsibilities to ensure continuity.

Operations Approach

- Internal operational meetings.
- WhatsApp groups used for LIVE communication (Administration, Trainers, Account Managers, Management).
- Customer Dashboard Reports (larger initiatives).

Management Involvement

- Every delegate is required to complete a feedback form.
- All delegate feedback is checked.
- Classroom audits by CEO and Sales Director on ad-hoc basis.
- Personal involvement by CEO in every compliment and complaint.
- CEO is copied on all client communications.

Post-Training Support

- Free course related support, during office hours, for a period of 1 year post training.
- Trainers strive to respond to delegate support queries within 1 business day.

Trainers

- NextGen encourage trainers to further develop their skill sets on an ongoing basis.
- Trainers continuously meet to share and develop from each other's experiences.
- Trainers are briefed by Account Managers ahead of training sessions.
- Trainers develop personalised relationships with the delegates.

Quality Reviews

- Class Feedback
- Customer Feedback
- Pre/Post Assessments
- Level Assessments
- Management Audits



NextGen CEO Directive:

"Every delegate must leave NextGen in a more skilled position than when they arrived."

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